

**TO ALL NATIONAL COMMITTEES****Decentralized access control to documents on the IEC web site**

Dear Sir/Madam,

Further to Administrative Circular 134/1998 and the discussions which took place during the General Meeting in Houston, a certain number of changes have been made to the document access system in response to proposals made by National Committees, in particular, the categories of rights to documents. Previously there were just two categories of rights. These have now been increased to five at the request of a number of National Committees.

The five categories are:

- Basic Access, which gives access rights to Administrative Circulars, IEC Guides and statistical information on the committees;
- Council documents;
- Committee of Action documents;
- Ordinary TC/SC documents (excluding CDV/FDIS) on a per committee basis;
- Voting TC/SC documents (CDV/FDIS) on a per committee basis.

Only one aspect of the system described in AC 134/1998 has changed and that is the process of assigning permission rights to a user. This is illustrated on the next page. The process for creating and administering users themselves is unchanged from that described in AC 134/1998.

A number of National Committees have assigned access rights to users since distribution of AC 134/1998. We have duplicated any TC/SC access rights already assigned to both ordinary and voting documents as a provisional measure.

National Committees should be aware that with the introduction of this system, they are responsible for assigning access rights to all individuals within their country, including the chairmen and secretaries of TCs and SCs. The Central Office will assign access rights to the documents of the TC/SC for which the chairman or secretary has been appointed, but not for other committees. It will not be possible to access any TC/SC documents on the IEC document system unless the corresponding access rights have been assigned.

Yours sincerely,

**A.M. RAEBURN**  
**General Secretary**

Permissions system -- arts (English) - Netscape

File Edit View Go Communicator Help

Location: <http://www.iec.ch/cgi-bin/restpw/rpprocgi.pl/www/iecwww.p>

Permission type and group: Access to documents -- Basic Access

Start date: (yyy-mm-dd) 1998-09-25

End date: (yyy-mm-dd or "No expiration") No expiration

Existing permissions, if any, are shown above, and may be modified as appropriate. Permissions for additional group(s) may be selected from the list below; multiple permission groups may be selected in a single operation, in which case each permission group will be assigned the same starting and expiration date.

**Note:** The permission group "All TCs and SCs" is a group to which documents may or may not be assigned. Having access to this group does NOT automatically grant access comparable to that granted specifically for any specific TC or SC.

Grant new **Access to Council documents**  No  Yes

1998-11-10 No expiration

Grant new **Access to Committee of Action documents**  No  Yes

1998-11-10 No expiration

Grant new **Access to ordinary documents (all except CDVs and FDISs)**  No  Yes

All TCs and SCs  
 TC 1 [committee only]  
 TC 2 [committee only]  
 TC 2 [committee plus all subcommittees]  
 SC 2G [subcommittee only]  
 SC 2G [subcommittee plus parent]  
 SC 2J [subcommittee only]  
 SC 2J [subcommittee plus parent]

1998-11-10 No expiration

Grant new **Access to voting documents (CDVs and FDISs)**  No  Yes

All TCs and SCs  
 TC 1 [committee only]  
 TC 2 [committee only]  
 TC 2 [committee plus all subcommittees]  
 SC 2G [subcommittee only]  
 SC 2G [subcommittee plus parent]  
 SC 2J [subcommittee only]  
 SC 2J [subcommittee plus parent]

1998-11-10 No expiration

Document: Done

Existing access rights for the user are shown here.

To assign access rights for Council and/or C.A. documents, check the "Yes" button and if required, modify the proposed dates.

To assign access rights to ordinary working documents, simply select the appropriate committee combination. To select more than one entry, keep the [Ctrl] key depressed whilst selecting. If required, modify the proposed dates.

Assign access rights to voting documents in the same way as for ordinary working documents.

Finally, click on the "Record Permissions" button (not shown here).