

# Kommentointi OSD-alustalla

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## 1 Johdanto

OSD-alusta tarjoaa virtaviivaisen kommentointiprosessin, joka ei ainoastaan yksinkertaista yhteistyötä, vaan myös parantaa tarkkuutta, säästää arvokasta aikaa ja edesauttaa hienostuneempia ja tehokkaampia kommentteja projektin tekstissä.

## 2 Jäsenten kommentointi

OSD-alusta tarjoaa urauurtavan lähestymistavan: kommentointi tapahtuu suoraan projektin kontekstissa, mikä poistaa tarpeen hypellä useiden asiakirjojen välillä. Vaikka tämä lähestymistapa on oikea tapa edetä, foorumi mahdollistaa myös kansallisten kommenttien toimittamisen perinteisellä kommenttilomakkeella käyttämällä tiedoston lataamista.

SESKOn komiteoiden (SK) tai seurantaryhmien (SR) jäsenten rooli OSD-alustassa on oletusarvoisesti OSD NC COMMENTER.

### 2.1 Kommentointi suoraan OSD:ssä

#### 2.1.1 Lisää yleinen kommentti

Yleinen kommentti on kommentti, joka koskee koko julkaisua.

1. Napsauta **kommenttikuvaketta** käyttöliittymän oikeassa yläkulmassa
2. Napsauta **Yleinen kommentti (Global comment)**



The screenshot displays the IEC OSD platform interface. On the left, there is a navigation pane with a search bar and a tree view showing the document structure: Front matter (FOREWORD, INTRODUCTION), Body (1 Scope, 2 Normative references, 3 Terms and definitions, 4, 4.1), and Back matter (Untitled annex group, Informative Annex A, A.1, Bibliography). The main content area shows the 'FOREWORD' section of a document titled 'Measuring relays and protection equipment - Part 24: Common format for transient data exchange (COMTRADE) for power systems'. A comment menu is open in the top right corner, with options for 'Comment' and 'Global comment'. A tooltip indicates that the 'Global comment' option is for adding a comment that applies to the entire publication. The user's name 'lnccommenter1@itnc.it' and a 'Logout' button are visible in the top right corner.

3. Kirjoita **kommentti**
4. Valitse **yleisen kommentin tyyppi** tekninen / yleinen / toimituksellinen
5. Napsauta Tallenna

⌵ ⌵ ⌵ ⬆ ⬇ ✕

ⓘ This comment applies to the entire publication.

You

📎 **Global technical comment \***

Comment on the selected content

**Type \***

Technical comment ^

Technical comment ✓

General comment

Editorial comment

Cancel Save

↶ ↷

### 2.1.2 Lisää kommentti

Tämä on olennainen työkalu kaikille OSD NC -käyttäjille, jotka voivat antaa kommenttejaan ja muutosehdotuksiaan.

1. Valitse **teksti, elementti** tai mikä tahansa **sisältö** mistä tahansa projektin kohdasta
2. Napsauta **Kommentti**

Other actions ▾ CD OSD NC COMMENTER it-nccommenter1 it-nccommenter1

CLAUSE FOREWORD

FOREWORD

1) The International Electrotechnical Commission (IEC) is a worldwide organization for standardization comprising all national electrotechnical committees (IEC National Committees). The object of IEC is to promote international co-operation on all questions concerning standardization in the electrical and electronic fields. To this end and in addition to other activities, IEC publishes International Standards, Technical Specifications, Technical Reports, Publicly Available Specifications (PAS) and Guides (hereafter referred to as "IEC Publication(s)"). Their preparation is entrusted to technical committees; any IEC National Committee interested in the subject dealt with may participate in this preparatory work. International, governmental and non-governmental organizations liaising with the IEC also participate in this preparation. IEC collaborates closely with the International Organization for Standardization (ISO) in accordance with conditions determined by agreement between the two organizations.

2) The formal decisions or agreements of IEC on technical matters express, as nearly as possible, an international consensus of opinion on the relevant subjects since each technical committee has representation from all interested IEC National Committees.

3) IEC Publications have the form of recommendations for international use and are accepted by IEC National Committees in that sense. While all reasonable efforts are made to ensure that the technical content of IEC Publications is accurate, IEC cannot be held responsible for the way in which they are used or for any misinterpretation by any end user.

4) In order to promote international uniformity, IEC National Committees undertake to apply IEC Publications transparently to the maximum extent possible in their national and regional publications. Any divergence between any IEC Publication and the corresponding national or regional publication shall be clearly indicated in the latter.

5) IEC itself does not provide any attestation of conformity. Independent certification bodies provide conformity assessment services and, in some areas, access to IEC marks of

3. Valitse **kommentin tyyppi** – tekninen (technical) / yleinen (general) / toimituksellinen (editorial)
4. Kirjoita kommentti
5. Jos muutosta ei tarvitse ehdottaa, poista **Ehdota muutosta (Propose a change) -toiminto käytöstä**
6. Lisää tarvittaessa muutokset **Ehdotettu muutos (Proposed change) -ruutuun**
7. Tarkista haluttu muutos esikatselussa
8. Napsauta Tallenna (Save)

Other actions ▾ CD OSD NC COMMENTER it-nccommenter1 it-nccommenter1

CLAUSE FOREWORD

FOREWORD

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4) In order to promote international uniformity, IEC National Committees undertake to apply

FOREWORD

FOREWORD

You

Type \*

Technical ▾

Comment \*

This is my comment.

Propose a change

Proposed change \*

International Electrotechnical Commission

Preview

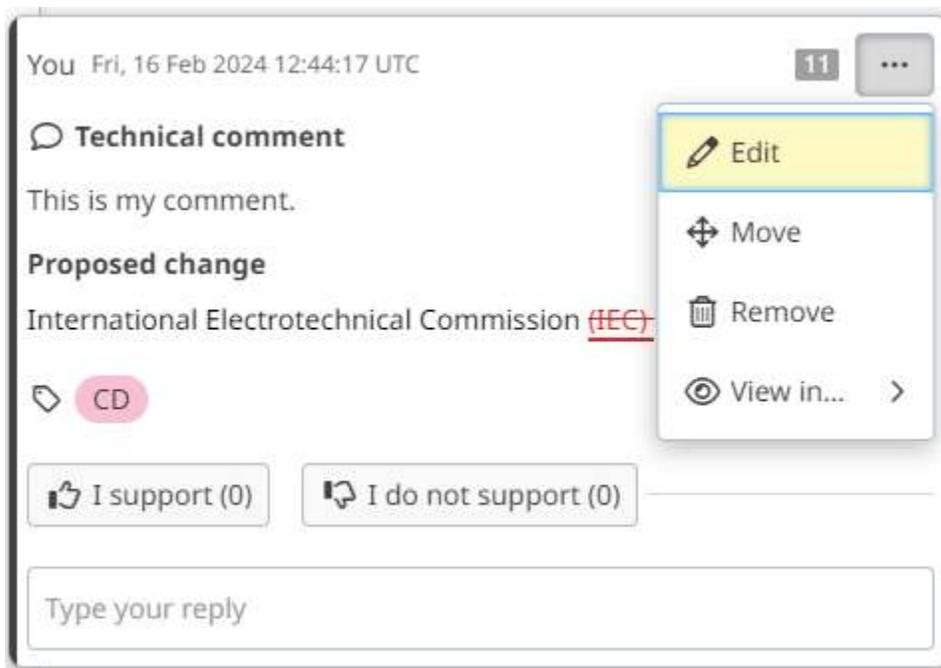
International Electrotechnical Commission (~~IEC~~)

Cancel Save

### 2.1.3 Muokkaa kommenttia

Käyttäjä voi muokata omia kommenttejaan milloin tahansa ennen kuin kommentit on ratkaistu.

1. Napsauta kommenttikorttia
2. Napsauta **Lisää toimintoja** (kolme pistettä)
3. Napsauta **Muokkaa (Edit)**
4. Tee tarvittavat muutokset
5. Napsauta Tallenna (Save)

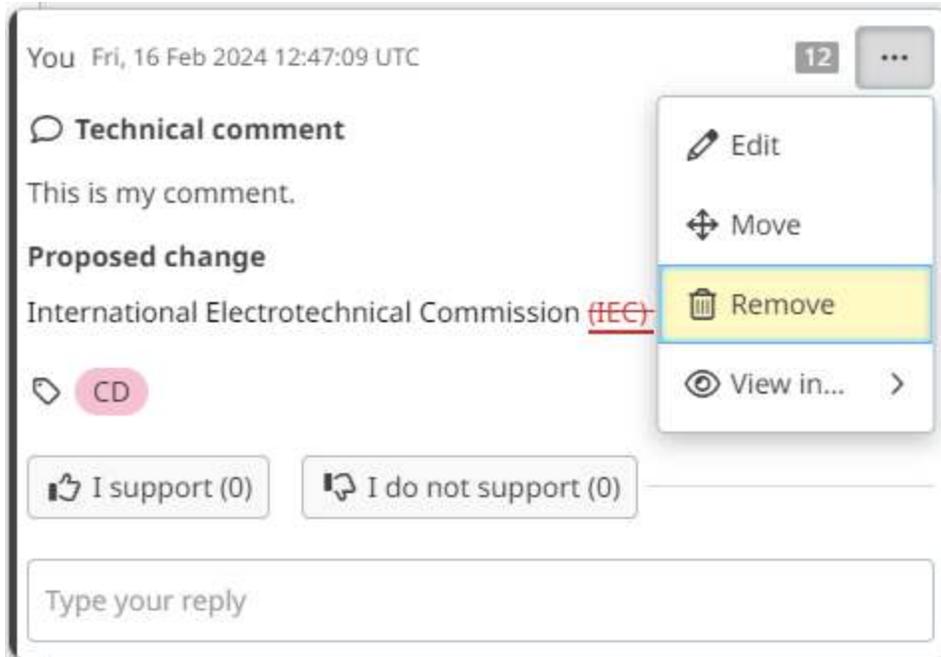


Vaikka OSD NC -kommentoijat voivat muokata vain omia kommenttikorttejaan, **OSD NC -managerit** ja **OSD NC -äänestäjät** voivat **muokata muiden käyttäjien kommenttikortteja**.

### 2.1.4 Poista kommentti

Käyttäjä voi poistaa omat kommenttinsa milloin tahansa ennen kuin kommentit on ratkaistu.

1. Napsauta kommenttikorttia
2. Napsauta **Lisää toimintoja** (kolme pistettä)
3. Napsauta **Poista (Remove)**



## 2.2 Kommentointi lataamalla tiedosto

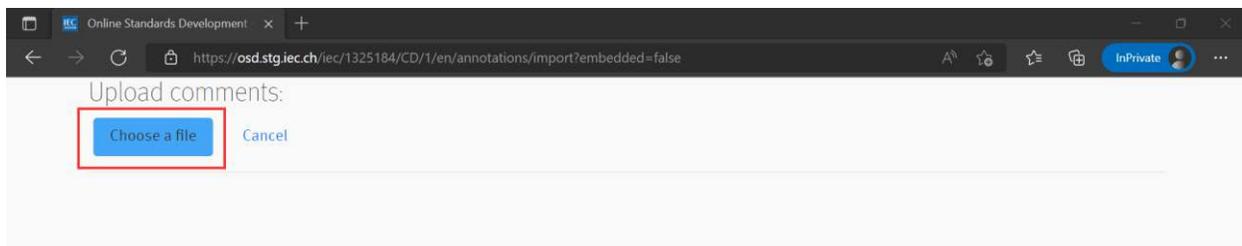
Vaikka kansallisten vastinkomiteoiden jäseniä kannustetaan voimakkaasti kommentoimaan suoraan OSD-alustalla, on mahdollista käyttää perinteistä kommenttilomaketta ja integroida kommentit OSD-alustalle Lataa tiedostosta (Upload comments from a file) -toiminnon kautta.

Huom: Kun OSD NC Voter on ladannut perinteisen kommenttilomakkeen, kommentit liitetään numeroituun alakohtaan eikä tiettyyn ja tarkkaan sijaintiin julkaisussa. Sen vuoksi on erittäin suositeltavaa, että kommentit esitetään suoraan OSD-dokumentissa, jotta helpotetaan kommenttien ratkaisemista työryhmän/PT:n/MT:n seuraavassa vaiheessa.

Huomioon otettavat rajoitukset:

- PDF-esikatselussa ei ole rivinumeroita
  - Taulukoita tai grafiikkaa ei tule käyttää
  - Muutosten jäljitys ei ole mahdollista
1. Jätä kommenttipohjan "Ehdotettu muutos" ("Proposed change") -sarake tyhjäksi
  2. Valmiin dokumentin tallentaminen





4. Lataa Wordin kommenttilomake **valitsemalla tiedosto (Choose a file)**
5. Tarkista lataustulos varmistamalla, että siinä ei ole virheellisiä rivejä
6. Vain kun virheelliset rivit osoittavat "0", napsauta **Tuo kelvolliset rivit (Import valid rows)** sisällyttääksesi kommentit OSD-alustalle

Upload comments:

Choose a file Cancel

Upload result:

Import valid rows

File Name CommentingForm.docx

Processed rows 3

Rows in error 0

Validation on rows:

Invalid rows Valid rows

	Clause	Type	Comment/motivation	Proposed change	Errors
1	5.1	editorial	Not great	I love IEC	
2	6.2	general	I love pizza	I adore pizza	
3	6.1	editorial	The spelling is wrong	Change wording	

Showing 1 to 3 of 3 entries Show 5 entries

### 3 Käyttöliittymä ja hyödyllistä tietoa

OSD-alustan käyttöliittymä tarjoaa useita tapoja kommunikoida eri käyttäjien välillä samoilla käyttöoikeuksilla. Tämä on loistava tilaisuus parantaa yhteistyötä avoimuuden puitteissa yhteisymmärryksen rakentamisen käytäntöjen vahvistamiseksi.

#### 3.1 Kommenttien näkyvyys

Kaikki saman kansallisen vastinkomitean jäsenten kommentit ovat näkyvillä kaikille jäsenille. Kansalliskomiteat on kuitenkin erotettu toisistaan. Siksi kansallisen vastinkomitean jäsen ei näe toisen kansallisen komitean jäsenen kommentteja.

**OSD NC Commenter 1** Italian NC:stä lisäsi kommenttinsa.

- Käyttäjän antamat kommenttikortit tunnistaa "sinä"
- Saman kansallisen vastinkomitean toisen jäsenen antamat kommenttikortit ovat näkyvissä

The screenshot shows a document viewer interface. On the left, the document content is displayed, including a 'TITLE WRAPPER' section with the text 'FULL IEC Academy workshop 2023 GM - practice document for NCs' and a 'FOREWORD' section. A red box highlights a comment in the 'FOREWORD' section: **View from Italian OSD NC Commenter 1**. On the right, a sidebar displays comment cards. The top card is from 'You' (ID 115) and is an 'Editorial comment' with the text 'This is my second comment.' The middle card is from 'You' (ID 114) and is a 'Proposed change' with the text 'national electrotechnical committees (IEC-IEC National Committees) Committees'. The bottom card is from 'You' (ID 116) and is a 'General comment' with the text 'This is my third comment.' Below this, there are two more comment cards from 'it-nccommenter2' (IDs 117 and 118), both 'General comments'.

**OSD NC Commenter 2** Italian NC:stä lisäsi kommenttinsa.

- Käyttäjän antamat kommenttikortit merkitään tunnisteella "sinä" ("You")
- Saman kansallisen vastinkomitean toisen jäsenen antamat kommenttikortit ovat näkyvissä

Other actions CD OSD NC COMMENTER it-nccommenter2 it-nccommenter2

FRONT MATTER

TITLE WRAPPER ENGLISH

FULL IEC Academy workshop 2023 GM - practice document for NCs

CLAUSE FOREWORD

**FOREWORD**

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**7)** No liability shall attach to IEC or its directors, employees, servants or agents including individual experts and members of its technical committees and IEC National Committees for any personal injury, property damage or other damage of any nature whatsoever, whether direct or indirect, or for costs (including legal fees) and expenses arising out of the

Front matter

it-nccommenter1 it-nccommenter1 115

**Editorial comment**

This is my second comment.

FOREWORD

it-nccommenter1 it-nccommenter1 114

**Editorial comment**

This is my first comment.

**Proposed change**

national electrotechnical committees (IEC National Committees) Committees

it-nccommenter1 it-nccommenter1 116

**General comment**

This is my third comment.

**Proposed change**

preparation. e

IEC collaborates

You 117

**General comment**

This is my first comment.

**Proposed change**

publications. e

Any

You 118

**General comment**

This is my second comment.

**Proposed change**

conformity. e

IEC is not responsible

**View from Italian OSD NC Commenter 2**

OSD NC -kommentoiija Saksan NC:stä kirjautui samaan projektiin kuin yllä.

- Italian NC-käyttäjien toimittamat kommenttikortit eivät ole näkyvissä

Other actions CD OSD NC COMMENTER de-nccommenter1 de-nccommenter1

FRONT MATTER

TITLE WRAPPER ENGLISH

FULL IEC Academy workshop 2023 GM - practice document for NCs

CLAUSE FOREWORD

FOREWORD

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**View from German OSD NC Commenter**

possible, an international consensus of opinion on the relevant subjects since each technical committee has representation from all interested IEC National Committees.

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OVERVIEW SEARCH

## 3.2 Kommenttikortin tiedot

### 3.2.1 Kommenttikortin tunnus

Jokaisella kommenttikortilla on yksilöllinen tunnusnumerosa alla esitetyllä tavalla:

it-nccommenter2 it-nccommenter2

**117**

**General comment**

This is my first comment.

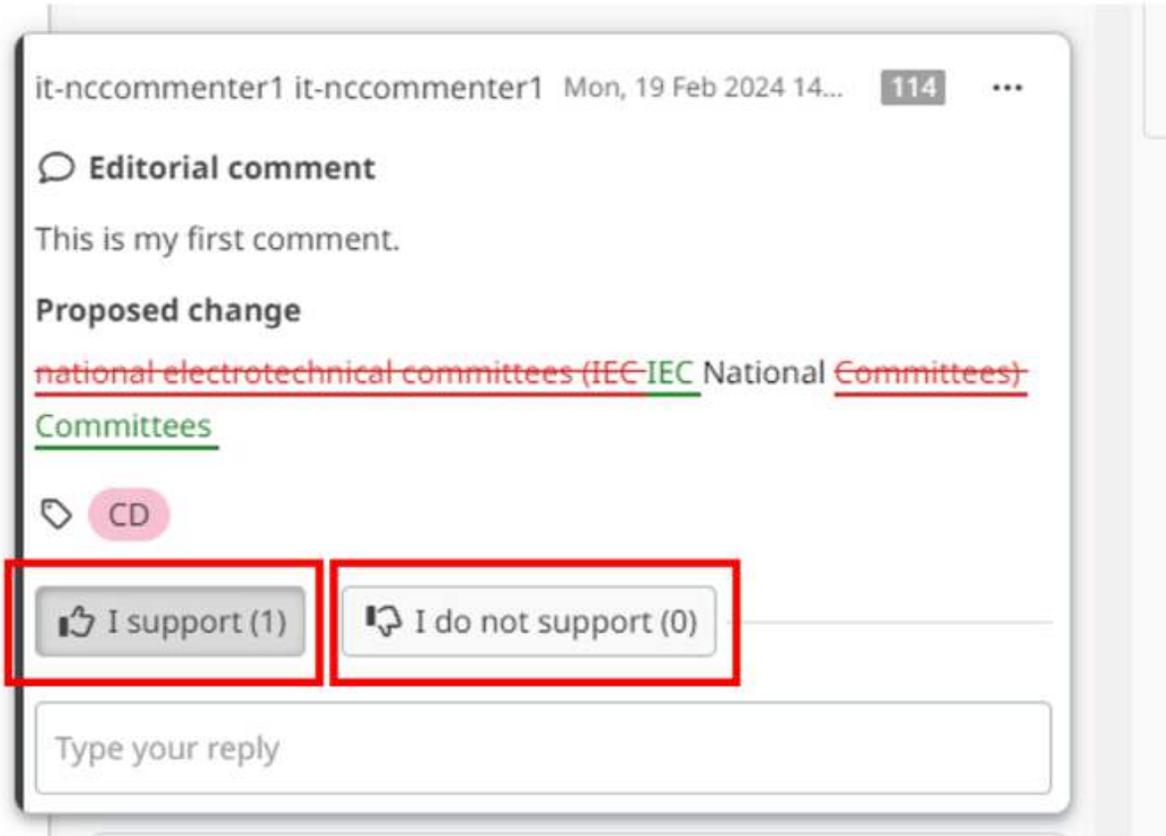
**Proposed change**

publications. 

Any

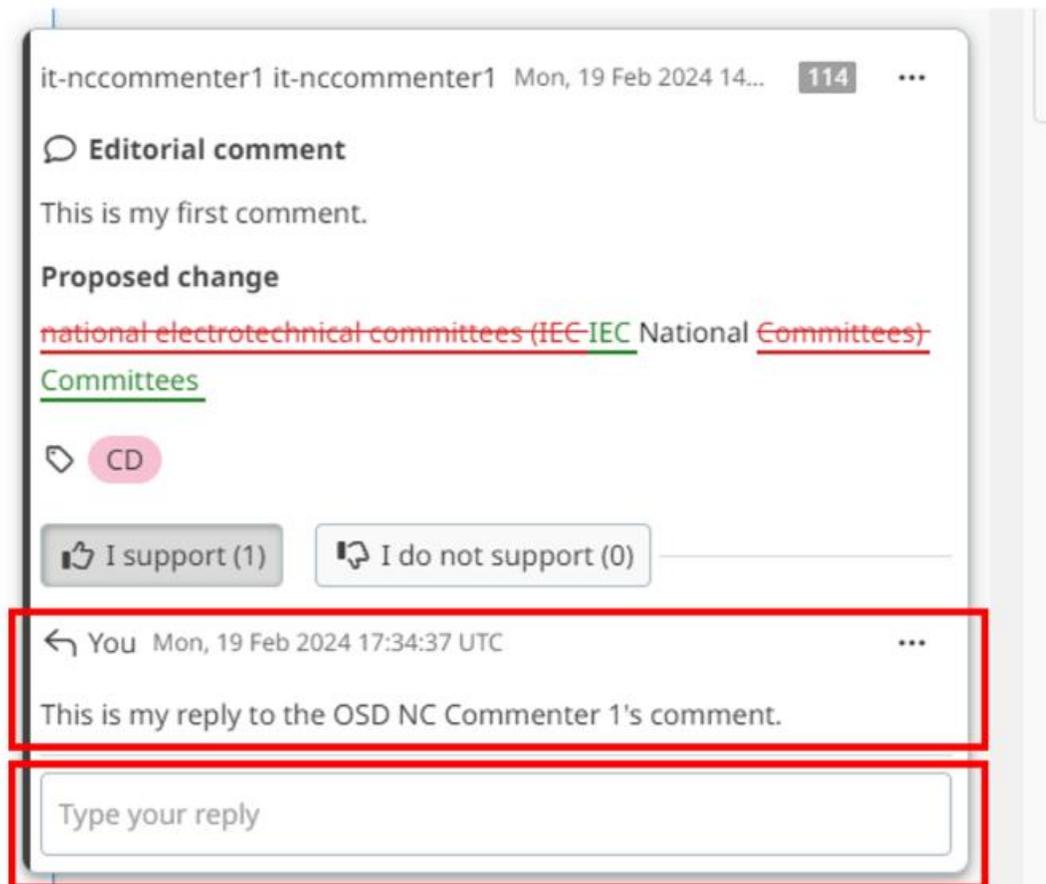
### 3.2.2 Kommenttikysely

Sen sijaan, että kansallisen vastinkomitean jäsenet lisäisivät saman tai samanlaisen kommentin kuin kollega, he voivat ilmaista tukensa jo lisätylle kommentille. Tämä ominaisuus vähentää annettujen kommenttikorttien määrää ja helpottaa OSD NC Managerin ja OSD NC -äänestäjän kommenttien ratkaisemista.



### 3.2.3 Vastaus muihin huomautuksiin

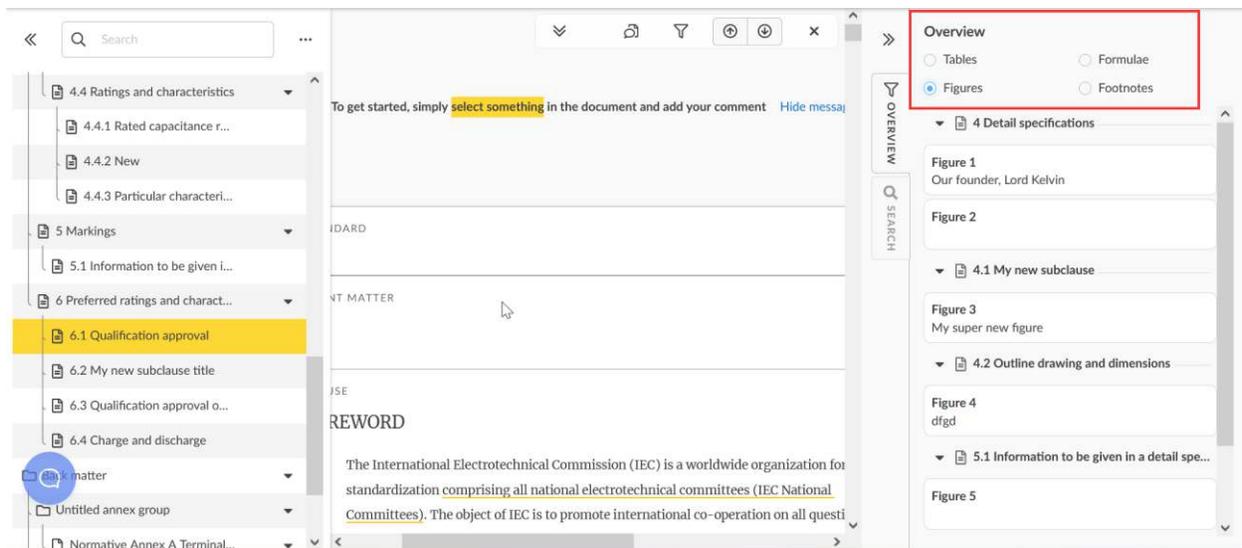
Kansallisen vastinkomitean jäsenet voivat kommunikoida suoraan kommenttikorttien kautta. Tämä ominaisuus säästää aikaa kommenttien tunnistamisessa verrattuna muihin kommunikaatiokanaviin. Todellinen yhteisymmärryksen rakentaminen voi tapahtua täysin avoimesti.



### 3.3 Navigoi elementtien mukaan

Tämä ominaisuus tarjoaa nopeamman siirtymisen elementistä toiseen ilman, että koko asiakirjaa tarvitsee vierittää alaspäin. Elementtejä on useita: taulukot, kuvat, kaavat ja alaviitteet.

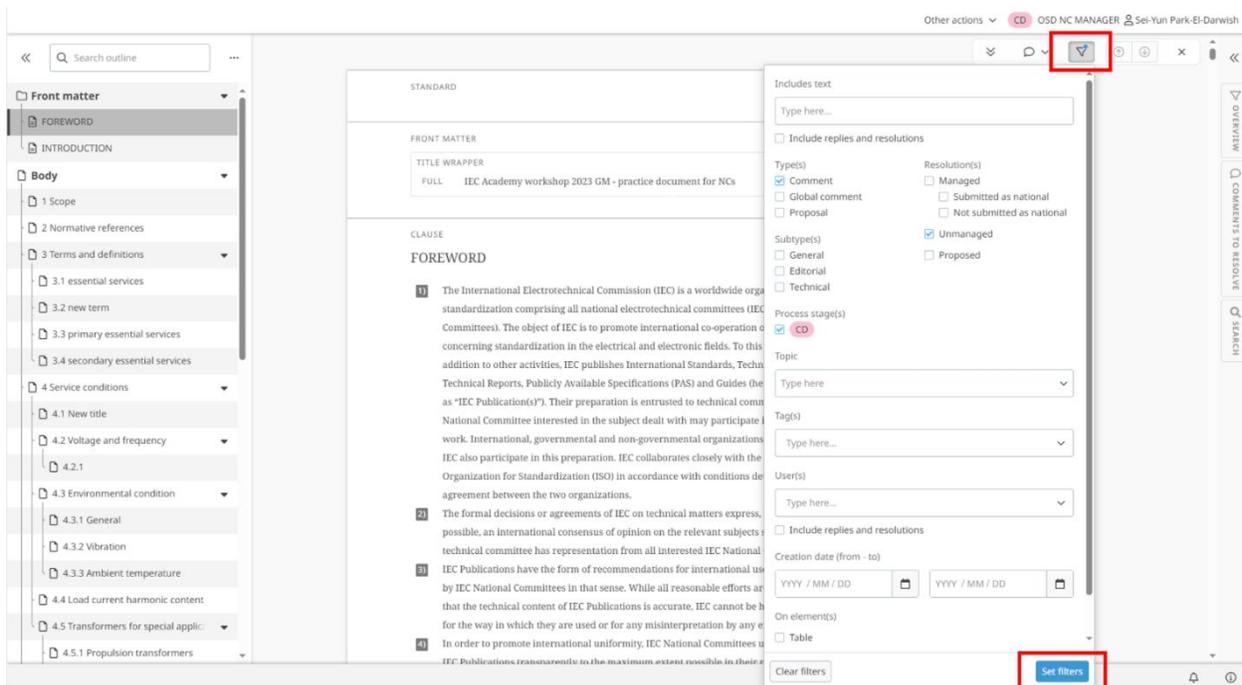
1. Napsauta oikeassa sivupalkissa Yleiskatsaus (Overview) -välilehteä
2. Valitse elementin tyyppi
3. Napsauta tiettyä elementtikorttia nähdäksesi sen kontekstissaan



### 3.4 Suodata kommentit

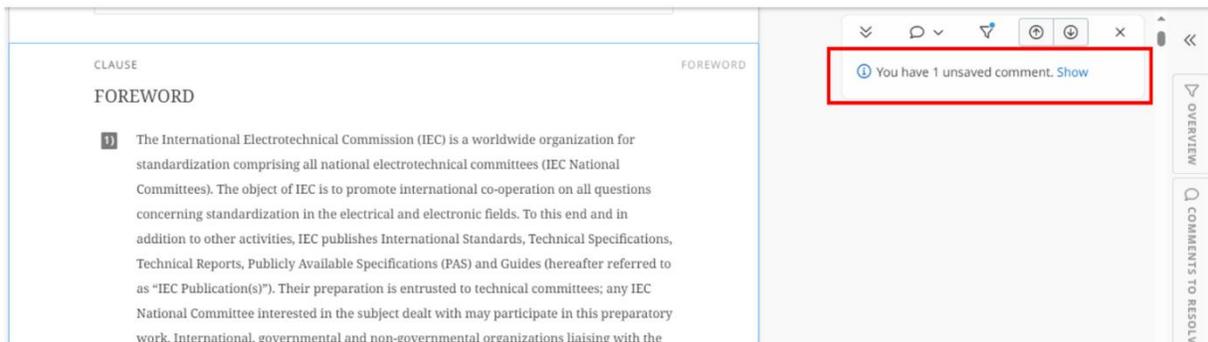
Tämä työkalu auttaa asettamaan käyttäjän näkymän hänen haluamansa kommenttityypin mukaan.

1. Napsauta käyttöliittymän oikeassa yläkulmassa olevaa **suodatinkuvaketta**, joka sijaitsee kommenttinavigaattorissa
2. Valitse kohteet, joiden haluat näkyvän käyttöliittymässä
3. Napsauta **Aseta suodattimet (Set filters)**



### 3.5 Ilmoitus tallentamattomista kommenteista

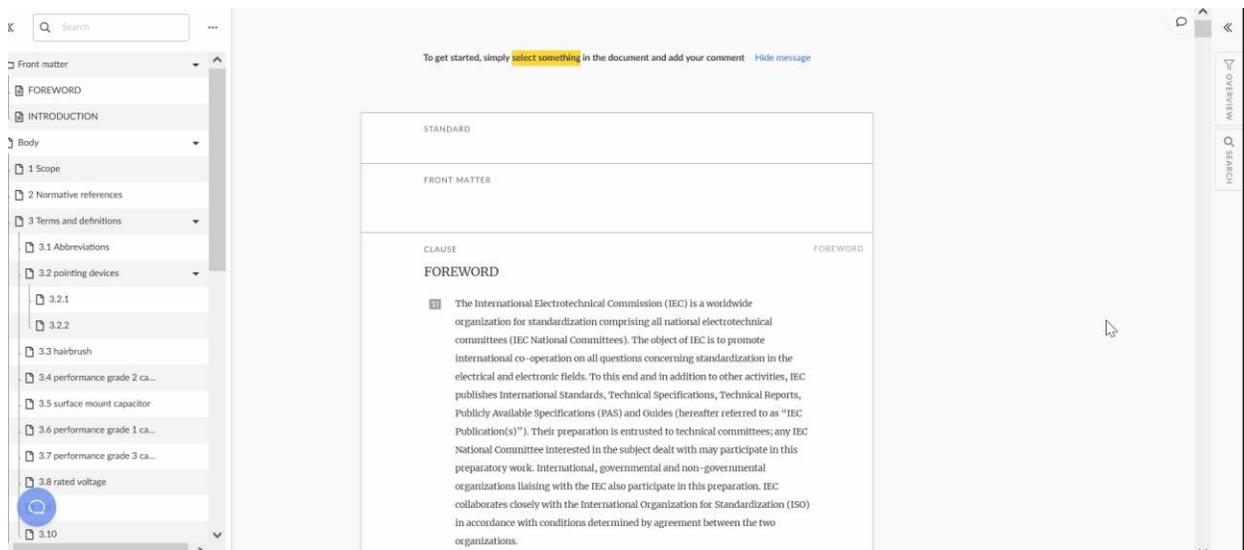
Kommenttikortti tulee tallentaa, jotta OSD NC Manager voi nähdä sen ja ottaa sen huomioon ehdottaessaan kommenttien ratkaisua tai OSD NC Voter kommenttien ratkaisua varten. Jos tämä vaihe unohtuu, käyttöliittymän yläosaan ilmestyy ilmoitus, joka ilmoittaa tallentamattomista kommenteista.



### 3.6 Etsi valituista alakohdista

On mahdollista etsiä tiettyjä avainsanoja valituista alakohdista.

1. Napsauta oikeassa sivupalkissa Haku-välilehteä
2. Lisää avainsana(t) hakuruutuun
3. Napsauta **suodatinkuvaketta** ja **asetä suodatin**
4. Valitse alakohdat, joissa haku tehdään
5. Napsauta **Käytä (Apply)**
6. Avainsana(t) näytetään valituissa alakohdissa



### 3.7 Ulos otettavat asiakirjat

NC-käyttäjät voivat ottaa OSD-ympäristöstä ulos erilaisia asiakirjoja offline-työhönsä, arkistointitarkoituksiin jne. Tämä sisältää PDF-esikatselun, HTML-esikatselun, kansallisten kommenttien viennin ja kaikkien kommenttien viennin.

#### 3.7.1 PDF-esikatselu

NC-käyttäjät voivat ladata PDF-esikatseluversion online-asiakirjasta. Koska PDF-tiedoston laatua ja sen yhdenmukaisuutta online-asiakirjan kanssa ei voida taata, tämä versio on merkitty "Ei saa käyttää virallisiin tarkoituksiin", kuten otsikossa todetaan.

1. Napsauta avattavaa **Muut toiminnot (Other actions)** -valikkoa
2. Napsauta **Esikatselu (Preview)**
3. Napsauta PDF-tiedostoa
4. Avaa ladattuihin tiedostoihin tallennettu PDF-esikatselutiedosto

Amendment 1:1997. This edition constitutes a technical revision.

This edition includes the following significant technical changes with respect to the previous edition:

- 1) environmental conditions were added as 4.2;
- 2) 4.3 for load harmonic content was added;
- 3) 4.4 transformers for special applications was added;
- 4) Clause 5 for design and construction of transformers was added;
- 5) definitions for **essential services (3.1)** were added and described in the new **Clause 8**.

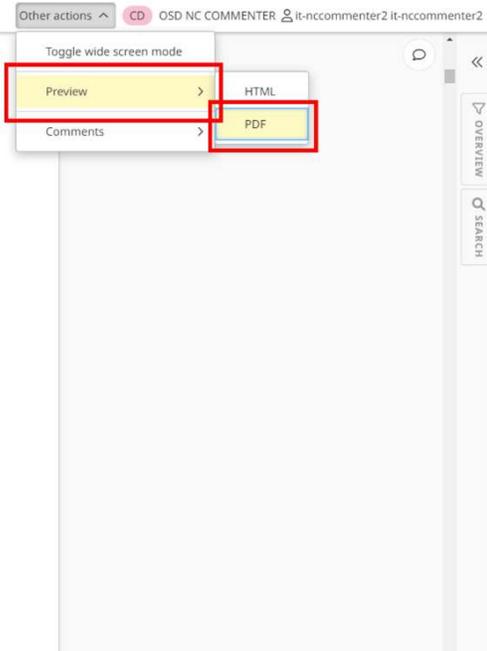
The text of this International Standard is based on the following documents:

ARRAY	
Draft	Report on voting
18/1831/FDIS	18/1851/RVD

Full information on the voting for its approval can be found in the report on voting indicated in the above table.

The language used for the development of this International Standard is English.

This document was drafted in accordance with ISO/IEC Directives, Part 2, and developed in accordance with ISO/IEC Directives, Part 1 and ISO/IEC Directives, IEC Supplement, available at [www.iec.ch/members\\_experts/refdocs](http://www.iec.ch/members_experts/refdocs). The main document types developed by IEC are described in greater detail at [www.iec.ch/publications](http://www.iec.ch/publications).



The screenshot shows a document viewer interface. At the top right, there is a header with 'Other actions' and a user profile 'OSD NC COMMENTER'. A dropdown menu is open, showing 'Toggle wide screen mode', 'Preview', and 'Comments'. The 'Preview' option is highlighted in yellow, and a sub-menu is visible next to it with 'HTML' and 'PDF' options. The 'HTML' option is also highlighted in yellow. The document content on the left includes text about Amendment 1:1997, a list of technical changes, a table of documents, and information about voting and language.

### 3.7.2 HTML-esikatselu

Online-asiakirjan nopeampaa esikatselua varten on mahdollista näyttää HTML-versio.

1. Napsauta avattavaa **Muut toiminnot (Other actions)** -valikkoa
2. Napsauta **Esikatselu (Preview)**
3. Napsauta HTML-koodia
4. HTML-esikatselu näkyy selaimen erillisessä välilehdessä

Amendment 1:1997. This edition constitutes a technical revision.

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ARRAY	
Draft	Report on voting
18/1831/FDIS	18/1851/RVD

Full information on the voting for its approval can be found in the report on voting indicated in the above table.

The language used for the development of this International Standard is English.

This document was drafted in accordance with ISO/IEC Directives, Part 2, and developed in accordance with ISO/IEC Directives, Part 1 and ISO/IEC Directives, IEC Supplement, available at [www.iec.ch/members\\_experts/refdocs](http://www.iec.ch/members_experts/refdocs). The main document types developed by IEC are described in greater detail at [www.iec.ch/publications](http://www.iec.ch/publications).

Other actions ^ CD OSD NC COMMENTER it-nccommenter2 it-nccommenter2

Toggle wide screen mode

Preview > HTML

Comments > PDF

OVERVIEW

SEARCH

### 3.7.3 Kansallisten kommenttien vieminen Wordiin

NC-käyttäjät voivat milloin tahansa äänestyksen aikana ottaa ulos Word-asiakirjan, joka sisältää kaikki kansalliset kommentit. Tätä asiakirjaa käytetään arkistointitarkoituksiin, koska IEC-äänestysjärjestelmä ei enää vaadi kansallisten kommenttien lataamista, kun projekti kehitetään OSD-alustalla.

1. Napsauta **Muut toiminnot (Other actions)** -valikkoa
2. Napsauta **Kommentit (Comments)**
3. Napsauta **Vie kansalliset kommentit (Export national comments) (NC)**
4. Avaa ladattuihin tiedostoihin tallennettu Word-asiakirja

Amendment 1:1997. This edition constitutes a technical revision.

This edition includes the following significant technical changes with respect to the previous edition:

- 1) environmental conditions were added as 4.2;
- 2) 4.3 for load harmonic content was added;
- 3) 4.4 transformers for special applications was added;
- 4) Clause 5 for design and construction of transformers was added;
- 5) definitions for "essential services (3.1)" were added and described in the new **Clause 8**.

The text of this International Standard is based on the following documents:

Draft	Report on voting
18/1831/FDIS	18/1851/RVD

Full information on the voting for its approval can be found in the report on voting indicated in the above table.

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Other actions ^ CD OSD NC COMMENTER it-nccommenter2 it-nccommenter2

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Preview >

**Comments >**

- Export national comments (IT)**
- Export all comments (IT)

**Template for comments and secretariat observations** Date: 2024-02-20 Document: - Project: IEC 69992-303

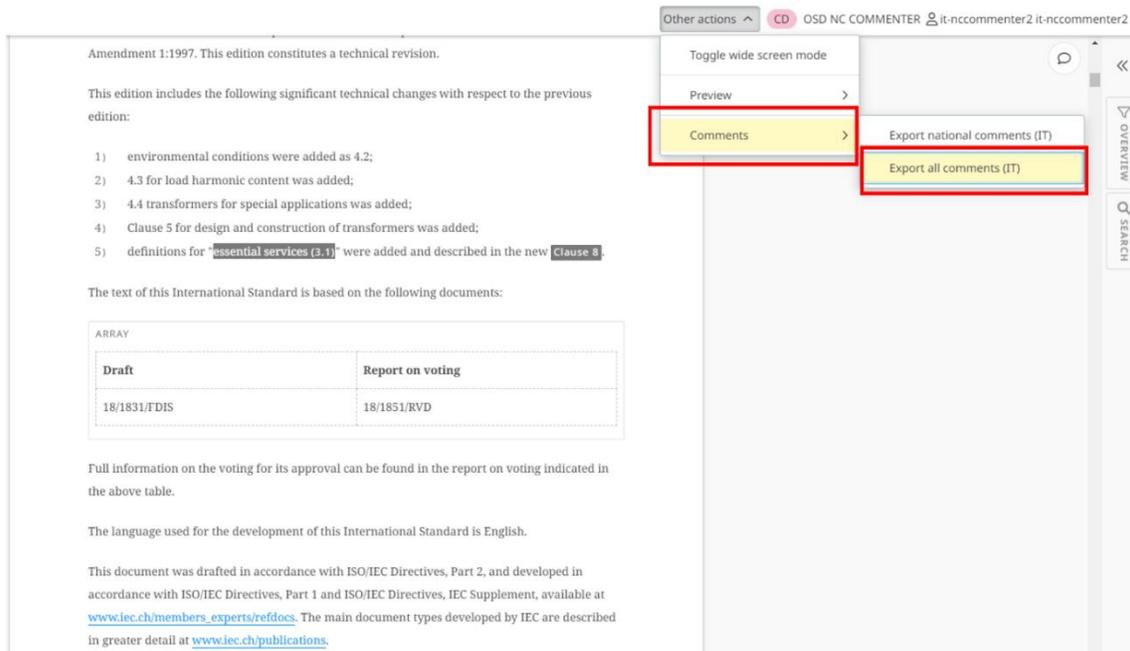
MB/NC	Line number (e.g. 17)	Clause/Subclause (e.g. 3.1)	Paragraph/Figure/Table/ (e.g. Table 1)	Type of comment	Comments	Proposed change	Observations of the secretariat
IT 1		FOREWORD	FOREWORD	Editorial	This is my second proposal.	Technical Specifications (TS), Technical Reports (TR)	
IT 2		FOREWORD	FOREWORD	Editorial	This is my first comment.		
IT 3		FOREWORD	FOREWORD	General	This is my 1st comment.		
IT 4		FOREWORD	FOREWORD	General	This is my 1st proposal.	the technical content of IEC Publications is pertinent	
IT 5				Editorial	Hello everyone!		

ISO/IEC/CEN/CENELEC electronic balloting commenting template/version 2012-03 page 1 of 1

### 3.7.4 Vie kaikki kommentit Exceliin

NC-käyttäjät voivat milloin tahansa äänestyksen aikana ottaa ulos Excel-tiedoston, joka sisältää kommentit missä tahansa kommentointivaiheessa: kansalliset kommentit (nb), hylätyt kommentit (nb) ja ratkaistavat kommentit (nb).

1. Napsauta avattavaa **Muut toiminnot (Other actions)** -valikkoa
2. Napsauta **Kommentit (Comments)**
3. Napsauta **Vie kaikki kommentit (Export all comments) (NC)**
4. Avaa ladattuihin tiedostoihin tallennettu Excel-tiedosto



The screenshot shows a web interface for an IEC amendment. The main content area contains text about Amendment 1:1997, a list of technical changes, and a table of documents. On the right side, there is a user profile 'OSD NC COMMENTER' and a dropdown menu 'Other actions'. The 'Comments' option in the dropdown is highlighted in yellow, and a sub-menu is open, showing 'Export all comments (IT)' also highlighted in yellow. Other options in the sub-menu include 'Export national comments (IT)'. The main content area includes the following text:

Amendment 1:1997. This edition constitutes a technical revision.

This edition includes the following significant technical changes with respect to the previous edition:

- 1) environmental conditions were added as 4.2;
- 2) 4.3 for load harmonic content was added;
- 3) 4.4 transformers for special applications was added;
- 4) Clause 5 for design and construction of transformers was added;
- 5) definitions for "essential services (5.1)" were added and described in the new clause 8.

The text of this International Standard is based on the following documents:

Draft	Report on voting
18/1831/TDIS	18/1851/RVD

Full information on the voting for its approval can be found in the report on voting indicated in the above table.

The language used for the development of this International Standard is English.

This document was drafted in accordance with ISO/IEC Directives, Part 2, and developed in accordance with ISO/IEC Directives, Part 1 and ISO/IEC Directives, IEC Supplement, available at [www.iec.ch/members\\_experts/refdocs](http://www.iec.ch/members_experts/refdocs). The main document types developed by IEC are described in greater detail at [www.iec.ch/publications](http://www.iec.ch/publications).

	B	C	D	E	F	G	H	I	J	K	L	M	N
1	Reference			Title									
2	IEC 61952-303			IEC Academy workshop 2023 GM - practice document for NCs									
3													
4	Clause nb	Clause Title	Type	Comment type	Comment/Motivation	Comment on text	Proposed on Text	Proposed change	Replies	Resolution status	Justification	Resolution Date	Date
5		Global comment	Global general comment	Editorial	Hello everyone!								2023-10-10
6	FOREWORD	FOREWORD	Proposal	Editorial	This is my second proposal.		Technical Specifications, Technical Reports	Technical Specifications (TS), Technical Reports (TR)					2023-10-10
7	FOREWORD	FOREWORD	Comment	Editorial	This is my first comment.	agreement between the two organizations							2023-10-10
8	FOREWORD	FOREWORD	Proposal	General	This is my 1st proposal.		the technical content of IEC Publications is accurate	the technical content of IEC Publications is pertinent					2023-10-10
9	FOREWORD	FOREWORD	Comment	General	This is my 1st comment.	IEC Publications							2023-10-10
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