



ISO Form 4 NEW WORK ITEM PROPOSAL (NP)

Circulation date: 2024-10-29	Reference number: ISO/IEC NP TS 25571 ISO/IEC JTC 1/SC 42
Closing date for voting: 2025-01-27	
Proposer ISO/IEC JTC 1/SC 42	N 1956
Secretariat ANSI	

A proposal for a new work item within the scope of an existing committee shall be submitted to the secretariat of that committee.

A proposal for a new project committee shall be submitted to the Central Secretariat, which will process the proposal in accordance with ISO/IEC Directives, Part 1, Clause 2.3.

Guidelines for proposing and justifying new work items or new fields of technical activity (Project Committee) are given in ISO/IEC Directives, Part 1, Annex C.

IMPORTANT NOTE: Proposals without adequate justification and supporting information risk rejection or referral to the originator.

- The proposer confirms that this proposal has been drafted in compliance with Annex C of ISO/IEC Directives, Part 1.

PROPOSAL

(to be completed by the proposer, following discussion with committee leadership if appropriate)

TITLE**English title:**

Artificial Intelligence -- Example template for documenting ethical issues of an AI system

French title:

(In the case of an amendment, revision or a new part of an existing document, show the reference number and current title)

SCOPE

This document provides an example template for stakeholders to document potential ethical issues that can arise at each stage of the AI system lifecycle. It provides associated instructions for the use of the template.

PURPOSE AND JUSTIFICATION

This proposal aims to enhance the reliability and ethical integrity of artificial intelligence systems by proactively identifying and addressing potential ethical issues.

It provides a template for stakeholders to document potential ethical issues for service providers, users, and developers to prepare for and adhere to ethical AI practices. The proposed standard applies to records management, offering a systematic approach to address ethical and societal considerations within AI systems.

This template can help identify ethical and societal concerns and inform risk management processes so that such concerns can be assessed and addressed. The information in a completed template can also inform AI system impact assessments that are an integral part of risk management.

Sustainable Development Goals (SDGs)

Goal 3: Good Health and Well-Being for People
Goal 5: Gender Equality
Goal 9: Industry, Innovation, and Infrastructure
Goal 12: Responsible Consumption and Production

Preparatory work

A draft is attached An outline is attached An existing document serving as the initial basis is attached

The proposer is prepared to undertake the preparatory work required:

Yes No

If a draft is attached to this proposal:

Please select from one of the following options:

- The draft document can be registered at Preparatory stage (WD – stage 20.00)
 The draft document can be registered at Committee stage (CD – stage 30.00)
 The draft document can be registered at enquiry stage (DIS – stage 40.00)

If the attached document is copyrighted or includes copyrighted content:

- The proposer confirms that copyright permission has been granted for ISO to use this content in compliance with the ISO/IEC Directives, Part 1 (see also the Declaration on copyright).

Is this proposal for an ISO management System Standard (MSS)?

Yes No

Note: If yes, this proposal must have an accompanying justification study. Please see the Consolidated Supplement to the ISO/IEC Directives, Part 1, Annex SL or Annex JG

Indication of the preferred type to be developed

International Standard Technical Specification
 Publicly Available Specification *

* While a formal NP ballot is not required to start developing a PAS (no eForm04), the NP form may provide useful information for the committee P-members to consider when deciding to initiate a Publicly Available Specification.

Proposed Standard Development Track (SDT – to be discussed by the proposer with the committee manager or ISO/CS)

18 months 24 months 36 months

Draft project plan (as discussed with committee leadership)

Proposed date for first meeting: [2025-02-03](#)

Dates for key milestones: Circulation of 1st Working Draft (if any) to experts: [2025-02-28](#)

Committee Draft consultation (if any): [2025-12-14](#)

DIS submission*:

Publication*: [2027-12-26](#)

* Target Dates for DIS submission and Publication should be set a few weeks ahead of the limit dates automatically determined when selecting the SDT.

NOTE: [ISO/Meetings](#) and [ISO/Projects](#) allow you to register and continuously update the meeting dates and project target dates during the development of the project.

Known patented items (see ISO/IEC Directives, Part 1 for important guidance)

Yes No

If "Yes", provide full information as annex

Co-ordination of work: To the best of your knowledge, has this or a similar proposal been submitted to another standards development organization?

Yes No

If "Yes", please specify which one(s):

Listing of relevant documents (such as standards and regulations) at international, regional and national level

[Global, but likely of particular relevance to countries that will be subject to the related each country's AI Act and other forms of AI regulation](#)

[\(ISO/IEC JTC1 SC42\) Aims to develop standards for AI terminology, use cases, and ethical considerations with the goal of developing AI standards that promote transparency, accountability, and trustworthiness. \[ISO/IEC 23894 \(Risk Management\), ISO/IEC TR 24027\(Bias in artificial intelligence systems and decision-making through artificial intelligence\), ISO/IEC TR 24028 \(Overview of Reliability](#)

in Artificial Intelligence), ISO/IEC TR 24368 (Overview of Ethics and Social Concerns)]

(ISO/TC46/SC11) Aims to the relationship with the records management system and aims to ensure reliability, security, compliance, comprehensiveness, and systematicity during the production, acquisition, and management of the records [ISO 30301:2019 Information and documentation — Management systems for records — Requirements, ISO 15489-1:2016(Information and documentation — Records management — Part 1: Concepts and principles]

(IEEE) aims to develop a consensus-based framework and roadmap for ethical AI by bringing together global stakeholders from industry, academia, civil society, and government in relation to autonomous and intelligent systems ethics. [Ethically Aligned Design (EAD) ('19.3)]

Identification and description of relevant affected stakeholder categories (Please see ISO CONNECT)

Benefits/Impacts/Examples

Ethical decision-making and risk mitigation to help companies identify, address, and prevent ethical issues in AI systems.

Improved customer satisfaction and loyalty to deliver reliable, and convenient services.

To get competitive advantage to embrace ethical AI practices through differentiate themselves in the market, and gaining a competitive edge.

Industry and commerce - large industry

Examples: Financial institutions which use AI for fraud detection, credit scoring, and investment management, can minimize ethical risks and enhance decision-making processes.

E-commerce which use AI for personalized recommendations can enhance customer experiences.

Automotive manufacturers can demonstrate their commitment to ethical AI development and deployment.

Enable the supply of a broader range of ethical AI goods, content or services to human being to enhance trust and transparency.

Enable small business to easily, encouraging innovation and collaboration sharing of best practices, ultimately driving responsible innovation.

Industry and commerce - SMEs

Examples: AI technique companies can increase transparency and trustworthiness with their customers, partners, and regulators, leading to improved brand reputation in their AI offerings to check AI ethics use case template.

Pharmaceutical companies which leverage AI for drug discovery and personalized medicine, can increase collaboration and innovation in the development of ethical AI solution.

Government

Enable policy makers to determine and set requirements for indicators of confidence in ethical AI products and services.

Enables government to regulate ethical AI eligibility restrictions with confidence, utilising reference to international standards in guidance, codes, licensed operator conditions, regulation and specifications.

Enables government to promote growth of ethical AI assurance processes, with confidence (through ISO requirements utilised in international accreditation

processes) of the conformity assessment of those services.

Examples: Government entities that are responsible for policy development on AI products and services, which can include Digital Government, Business Departments, Treasury and Social Security Services.
Regulators and Enforcers of AI products and services, including policing agencies, online user protection agencies, consumer protection agencies.

Consumers

Provides consumers with trusted ethical AI systems, commensurate with risk and policy decisions and within an international standards framework.
Improves the availability of trusted automated ethical AI products and services.

Examples: Consumer and Public Interest Network (CPIN), international consumer interest bodies such as ANEC, COPOLCO, online user rights organisations, consumer's protective agencies.

Labour

Enables the reduction of violence and abuse of workers supplying AI goods, content or services.
Enables workers to undertake AI goods, content or services in accordance with established and internationally recognised processes, thus reducing risk of penalty, disciplinary action, arrest, civil or criminal enforcement action

Examples: Trade unions

Academic and research bodies

Assists with informing and directing research into AI systems, including the detection of inherent bias, the protection of human from harm and reducing access to potentially harmful goods, content and services.

Examples: Academia and research institutions

Standards application businesses

Provision of an auditable and international standards framework for ethical AI system
National and international bodies.

Examples: National and International bodies

Non-governmental organizations

NGOs as users of AI systems will benefit from developers' enhanced ability to identify and treat AI ethics.

Examples: NGOs as users of AI systems

Other (please specify)

<p>Liaisons:</p> <p>A listing of relevant external international organizations or internal parties (other ISO and/or IEC committees) to be engaged as liaisons in the development of the deliverable.</p> <p>IEEE</p>	<p>Joint/parallel work:</p> <p>Possible joint/parallel work with:</p> <p><input type="checkbox"/> IEC (please specify committee ID)</p> <p><input type="checkbox"/> CEN (please specify committee ID)</p> <p><input type="checkbox"/> Other (please specify)</p>
<p>A listing of relevant countries which are not already P-members of the committee.</p> <p>Note: The Committee Manager shall distribute this NP to the ISO members of the countries listed above to ask if they wish to participate in this work</p>	
<p>Proposed Project Leader (name and e-mail address)</p> <p>Yongju PARK suede8247@keti.re.kr</p>	<p>Name of the Proposer (include contact information)</p> <p>Heather Benko hbenko@ansi.org</p>
<p>This proposal will be developed by:</p> <p><input checked="" type="checkbox"/> An existing Working Group: ISO/IEC JTC 1/SC 42/WG 3 Trustworthiness</p> <p><input type="checkbox"/> A new Working Group:</p> <p>(Note: establishment of a new Working Group requires approval by the parent committee)</p> <p><input type="checkbox"/> The TC/SC directly</p> <p><input type="checkbox"/> To be determined:</p>	

Supplementary information relating to the proposal

- This proposal relates to a new ISO document
- This proposal relates to the adoption as an active project of an item currently registered as a Preliminary Work Item
- This proposal relates to the re-establishment of a cancelled project as an active project

Other:

Maintenance agencies (MA) and registration authorities (RA)

- This proposal requires the designation of a maintenance agency. If so, please identify the potential candidate:

- This proposal requires the designation of a registration authority. If so, please identify the potential candidate:

NOTE: Selection and appointment of the MA or RA are subject to the procedure outlined in ISO/IEC Directives, Part 1, Annex G and Annex H.

- Annex(es) are included with this proposal (provide details)

Additional information/question(s)