

**TECHNICAL ADVISORY GROUP ON  
MACHINE READABLE TRAVEL DOCUMENTS**

**Fifteenth Meeting**

(Montreal, 17 to 21 May 2004)

**Agenda Item 2: Report of the Document Content and Format Working Group (DCFWG)**

**REPORT OF THE DOCUMENT CONTENT AND FORMAT WORKING GROUP**

(Presented by the Document Content and Format Working Group (DCFWG)  
and ISO SC17 WG3 Task Force 2 (TF2) on Harmonization)

**1. INTRODUCTION**

1.1 The Document Content and Format Working Group (DCFWG) is pleased to report its work since TAG-MRTD/14. The DCFWG and its ISO counterpart, Task Force 2 on Harmonization, continue to function as a unified committee. For the purposes of this report, the combined committee will be referred to as the DCFWG.

**2. MEETINGS**

2.1 The DCFWG has held three meetings since TAG-MRTD/14.

2.1.1 *Prague, Czech Republic — 5-17 September 2003.* Hosted by the Czech Government Printing House and the Czech Police. There were twenty in attendance representing twelve different countries and one international organization. The meeting reviewed the tasks from TAG/14, and began work on addition of biometrics to MRTDs. Problems with passports for babies and youth were discussed. Questions were raised on 3LTR code use, particularly when new codes were made and when they could be used. Progress on the Part 2 Machine Readable Visa (MRV) standard was noted.

2.1.2 *Basingstoke, England – 8-10 March 2004.* Hosted by De La Rue. There were nineteen in attendance representing eleven countries and one international organization. The meeting noted the work on biometrics and the consequent changes required to Doc 9303. Topics were identified for which Working Papers were to be prepared, and working papers already prepared were reviewed. Of particular note was the Mike Ellis presentation on a New Check Character Scheme to indicate the presence in the MRZ of an ePassport, and papers on Emergency Passports, and support for Lost/Stolen Passport issues.

2.1.3 *Prior to TAG/MRTD/15 – 17 May 2004.* Attendance and representation to be announced. The meeting reviewed the Working Papers to be submitted to TAG/15, and discussed the work plan for the following year.

### 3. **ACTION**

3.1 The following working papers are being submitted:

- DCFWG Report of Activities
- Report on Changes to Doc 9303 relative to Biometrics
- Selection of ePassport Logo (with NTWG)
- Guidance for ePass Logo Use and Placement
- Proposed ePass MRZ Notation/Check Character Improvement (with TF3)
- Thickness Standard for MRP Data Page
- Audit Methodology for Passport Issuance & Compliance to Doc 9303
- Emergency/Short-Term Passports
- Photos of Babies on MRPs
- Three-Letter Codes
- Recommended Practice for Reporting of Lost/Stolen Passports
- Passport Number not National ID Number
- Cost of New Work

### 4. **FUTURE WORK PLAN**

- Continue support for Doc 9303 family of MRTD standards
- Continue to refine “durability of documents” guidance
- Procedures for when/if chip is broken or defective
- Develop Audit Plan for MRP quality/system integrity
- Develop information on fantasy and camouflage passports
- Investigate applications of biometrics with visa systems
- Investigate development of a visa card specification
- Continue liaison activities with ILO and EU on MRTDs
- Continue to support ICAO FAL Secretariat as needed
- Continue to collaborate with NTWG and EPWG as needed

### 5. **ACTION BY THE TAG/MRTD**

5.1 The TAG/MRTD is invited to note this report and approve the work plan.

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