

I S O / I E C WG21 (IT Asset Management / IT資産管理)
WG 2 1 国際会議出席報告書

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4. 審議事項 :

4. 1 WG21 コンビナー報告 : (資料 : N2252 を参照)

- WG21 で開発中の規格.

開発中の規格は以下の通り,

- ✓ ISO/IEC 19770-1 第 4 版 (要求事項) IS (国際規格) WD 草稿中
- ✓ ISO/IEC 19770-5 第 3 版 (概要及び用語) IS (国際規格) CD 投票パス
- ✓ ISO/IEC 19770-6 第 1 版 (ハードウェア識別タグ) IS (国際規格) IS 待ち
- ✓ ISO/IEC 19770-9 第 1 版 (インベントリスキーマ) TS (技術仕様書) WD 草稿中
- ✓ ISO/IEC 19770-10 第 1 版 (ITAM ガイドライン) TS (技術仕様書) CD 投票パス
- ✓ ISO/IEC 19770-13 第 1 版 (サステナビリティ) TS (技術仕様書) WD 草稿中

- SWG (スタディグループ)

SWG は以下の通りであるが, Implementation Guidance は-10 に, ITAM and Sustainability は, -13 に継続されている. また, ITAM and OpenSource & Virtual Containers は Editor 募集中である.

- ✓ ITAM Charter & WG21 Strategy
- ✓ ITAM Implementation Guidance
- ✓ ITAM and Cybersecurity
- ✓ ITAM and OpenSource & Virtual Containers
- ✓ ITAM and Sustainability
- ✓ ITAM and FinOps

4. 2 19770-1 第 4 版

ドラフトのレビューを行った. レビュー用のドラフトはまだ配布されていないが, 今回, レビューされた内容は 3 版からの変更部分で内容は以下の通り. コメントがある場合は, 2024/1/1 までに SAMAC 事務局または当 WG まで連絡してください.

- Introduction の修正ポイント：第 3 版は、ISO 55000 をベースにしていた点を説明していたが、第 4 版では、ISO 55000 をベースとしないことを明確にするため 55000 に関する記述が削除されたこと。ISO/IEC 5230 の OpenChain や ISO/IEC 5962 SPDX の仕様が重要関連規格として追加されたこと。アセットタイプの図を ISO/IEC 19770-10 第 1 版、19770-5 第 3 版に合わせて修正されたことなどがレビューされた。

Introduction

This document specifies the requirements for the establishment, implementation, maintenance and improvement of a management system for information technology asset management (ITAM), referred to as an "IT asset management system" (ITAMS).

IT assets include all technology either paid for, deployed, used, stored, or managed by or for the organization, regardless of whether such technology is:

- Being utilized and/or adding value or not
- Physical or virtual
- Hardware (including desktops, laptops, peripherals, servers, IoT, network, storage, mobile devices, operational technology, or other), software (including self-developed, open source, as-a-service, commercially available from software publishers or cloud marketplaces, and other), cloud and related services, or other
- On-premises, off-premises, hosted by a third party, in public or private cloud, or other
- Owned, leased, or subscribed to ("as a service") by either the organization, its employees, or third parties
- Financially recorded as a capital asset, a lease, an expense, or not recorded at all
- Other.

IT assets encompass a wide variety of asset types. Figure 1 indicates the principal IT asset types diagrammatically.

IT asset management has four principal objectives:

- *Cost reduction*: minimize costs related to IT assets;
- *Sustainability impact reduction*: minimize the environmental, social and governance impact related to IT assets;
- *Risk mitigation*: minimize legal, financial, reputational, cybersecurity and other risks related to IT assets; and
- *Improved operations*: better support other processes dependant on IT asset information, for example IT service management.

The practice of IT asset management consists of the management system and related people, process, and technology aspects described in this document. It should be noted that the implementation of the processes also requires specific expertise in the licensing, pricing, and lifecycle management of each of the main IT asset vendors utilized by the organization.

There is a strong justification for joint implementation of ITAMS with other international standards including ISO/IEC 27001 for Information Security Management System, ISO/IEC 20001 for service management system, ISO/IEC 14001 for Environmental Management System, ISO/IEC 5230 for OpenChain Specification, ISO/IEC 5962 SPDX Specification, and other

There is strong correlation and overlap between this document and other industry governance frameworks, including FinOps (finops.org), ITIL (Axelos.com), COBIT (isaca.org), and other.

This document is not intended to be in conflict with any organization's policies, procedures and standards. Any such conflict should be resolved before using this document.

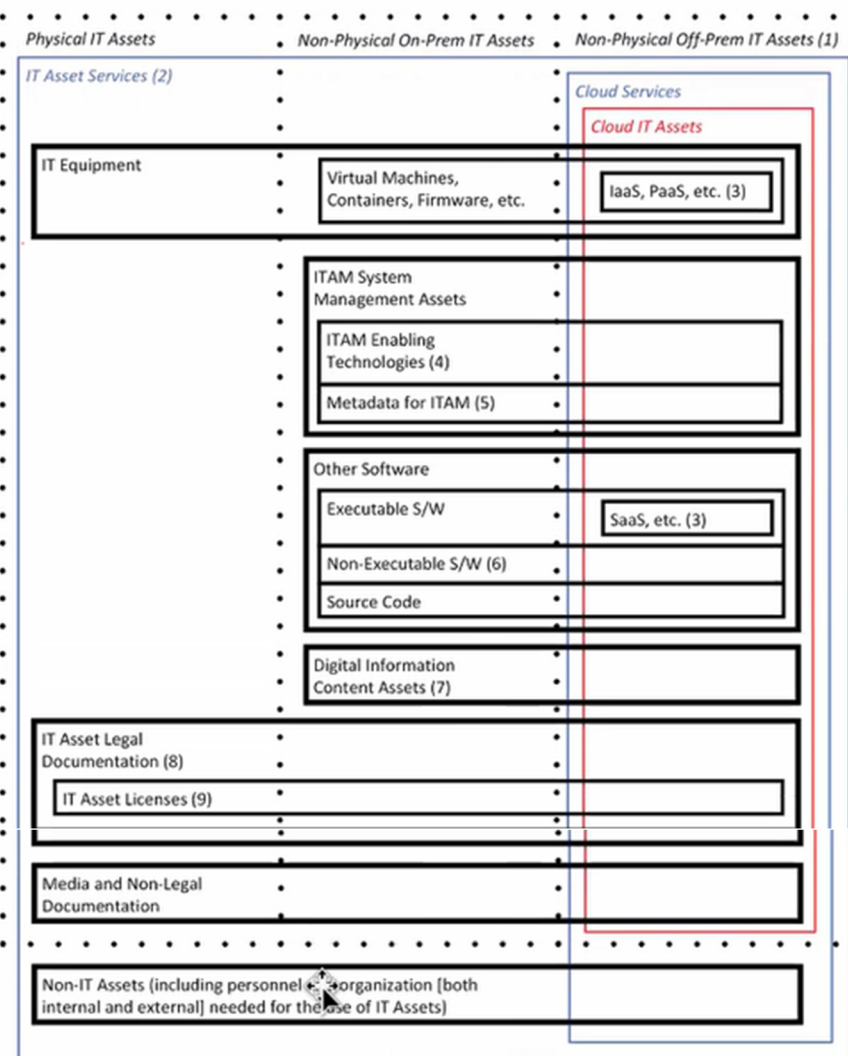
This document is primarily intended for use by:

- those involved in the establishment, implementation, maintenance, and improvement of an IT asset management system;
- those involved in delivering IT asset management activities, including service providers;
- internal and external parties to assess the organization's ability to meet legal, regulatory and contractual requirements and the organization's own requirements.

The order in which requirements are presented in this document does not reflect their importance or imply the order in which they are to be implemented.

General information on asset management and on IT asset management, and information on the terminology applicable to this document, is provided in ISO/IEC 19770-5 and ISO/IEC 19770-10. Organizations can find that these documents will assist in the development of IT asset management in their organization.

Types of IT Assets



- (1) Organizations can also implement private cloud services on-prem
(2) Combinations of IT assets and non-IT assets, typically externally supplied, such as hardware maintenance and training
(3) Shown reflecting how these are managed, rather than as services. Include similar products, such as Storage as a Service and Function as a Service
(4) Includes applications, systems, and tools
(5) Information about IT assets, and about non-IT assets needed for the management of IT assets, such as information about personnel and organization
(6) Includes fonts, configuration information, dictionaries etc. used by executable software
(7) Digital assets with information content, including documents, audio, video, graphics, databases, and free-standing dictionaries; often licensed. ITAM may include management of these assets overall, e.g. for license compliance, but excludes management of the content
(8) Includes contracts, agreements, purchase orders and invoices
(9) Includes proof of license and license keys

Figure 1 — Principal types of IT assets

- 用語では、3.26のITAMで定義を修正した。第3版では55000の定義が使われている (coordinated activity of an *organization* to realize value from *IT assets*)。これを (coordinated activity of an *organization* to achieve the objectives identified realize

value from IT assets) にする。 “価値を実現化する”ではなく“価値を実現化する設定された目的を達成する”組織の調整された活動という定義に変更している。

- Annex A「IT asset management operation processes and objectives」の修正案が説明された。 プロセスを Inform, Optimize, Operate の 3 つのグループで議論している。

Number	Process	Process Objective
1	Inform – gather, analyze and report information	
1.1	IT Asset data visibility	
1.1.1	Discovery and inventory Consider separating the two or clarifying	Discover IT assets deployed and record (inventory) relevant asset information including metrics used for licensing
1.1.2	Contracts and purchase transaction details	Gather and record IT asset related contracts, and related purchase transaction and spend information
1.1.3	Normalization	Convert discovery and inventory data, as well as contracts and purchase transaction details, into consistent usable formats
1.1.4	Metering and usage	Record IT asset usage information
1.1.5	Demand forecast	Gather, record, and validate with the relevant stakeholders future demand forecast for IT assets
1.2	IT asset data analysis	
1.2.1	Spend and entitlement	Analyze contracts and purchase transaction details to develop IT asset spend and entitlement information
1.2.2	Consumption	Analyze discovery and inventory details to develop IT asset consumption information
1.2.3	Current and future demand	Analyze metering and usage data, as well as demand forecast data to develop current and future demand information
1.2.4	Environmental sustainability	Analyze the environmental impact of IT assets, including calculation of greenhouse gasses emissions expand
1.2.5	Risk and opportunity	Identify opportunities to reduce cost, reduce risk, and reduce the sustainability impact of IT assets
1.3	IT asset data reporting	
1.3.1	Financial and business reporting	Make timely IT asset information and analysis available to stakeholders through reports, dashboards, or data feeds
1.3.2	Financial management add ROI	Ensure that the financial costs associated with IT assets are budgeted, forecasted, recorded, monitored and managed. IT asset costs may be expressed in unit economics, and may be charged back to cost centers

Number	Process	Process Objective
2	Optimize – Take action to reduce cost, risk, and environmental impact	
2.1	Asset rightsizing	
2.1.1	Rightsize consumption	Optimize the level of consumption of IT assets to meet the needs of the organization
2.1.2	Reduce spend and entitlement	Minimize costs for the consumption of IT assets
2.1.3	Rightsize contractual terms	Optimize contractual terms with IT asset vendors for the consumption of IT assets
2.1.4	Reduce environmental impact	Minimize the environmental impact resulting from the consumption of IT assets
3	Operate – Ongoing management of IT assets	
3.1	IT asset lifecycle management	
3.1.1	Request and approval	Requirements for IT assets are properly submitted, analyzed and approved
3.1.2	Development	For IT assets that are developed by the organization, the development supports ITAM requirements
3.1.4	Release, deployment and provisioning	IT assets are released and provisioned, and costs are allocated, in a way which supports ITAM requirements
3.1.5	Monitoring and maintenance	IT assets are monitored and maintained in a way which supports ITAM requirements
3.1.6	Deprovisioning and disposal	IT assets are deprovisioned, decommissioned, and disposed of in a way which supports ITAM requirements
3.2	Other ITAM program operations	
3.2.1	Vendor management	Relationships with IT asset and related vendors are effectively managed in a way which supports ITAM requirements
3.2.2	Contract and renewal management	Contracts for IT asset and related services are executed, managed and renewed in a way which supports ITAM requirements
3.2.3	Compliance and audit management	IT assets are managed in a way which ensures compliance with applicable contracts, laws, and regulations. IT asset vendor audits are managed to ensure compliance with verification requirements while minimizing disruption and risks to the organization
3.2.4	Tooling and automation management	ITAM tooling and automation is executed in a way which supports ITAM requirements
3.2.5	Data quality Management	ITAM data is continuously managed to improve relevance, completeness, accuracy, and availability. ITAM data is used to improve relevant data repositories throughout the organization
3.2.6	Security management	Manage security effectively within all ITAM activities in a way which supports the security requirements of the organization
3.2.7	IT service management	Define, record and manage essential levels of service related to ITAM. Control planned changes and review the consequences of unintended changes, taking action to mitigate any adverse effects, as necessary.

- Annex B : 第 3 版では Tier の説明がなされていたが、「IT Asset Management System (ITAMS)

Structure Overview」とし、ITAMS での PDCA を説明する。

Annex B
(informative)

IT Asset Management System (ITAMS) Structure Overview

This annex gives an overview of the structure of this document as an additional optional reference.

This document is a Management System Standard (MSS) as defined in the ISO Directives section SL. Management System Standards are based on the Plan-Do-Check-Act cycle of continuous improvement:

- Plan (sections 4-7). The plan phase is focused on understanding the context of the organization, establishing effective governance, determining the IT asset management program scope, developing a detailed plan, and identifying resources, documentation and communication requirements.
- Do (section 8). The do phase is focused on executing the IT asset management processes developed in the plan phase.
- Check (section 9). The check phase is focused on monitoring that the IT asset management processes are operating as expected, conducting audits, and performing management reviews.
- Act (section 10). The Act phase is focused on correcting noncompliance identified in the check phase, and on continuous improvement of the IT asset management system.

Additional informative guidance on the structure and implementation of an ITAMS is available in ISO/IEC 19770-10 ITAM Implementation Guidance.

Figure B.1 gives an overview of the IT asset management system.

Figure B.1— IT asset management system

4. 3 19770-13 第 1 版 ITAM サステナビリティ

TS（技術仕様書）ISO/IEC 19770-13 情報技術 - IT 資産管理 — 第 13 部 持続可能な IT アセットマネジメントの投票に進む前の最終ドキュメントのレビューを行った。ITAM Sustainability SWG の Output がベースとなっている。（資料：N2251 を参照）コメントがある場合は、2024/1/1 までに SAMAC 事務局または当 WG まで連絡してください。

4. 4 情報構造規格について（19770-2, -3, -4, -6, -9, -7）

ISO/IEC 10770-7 タグオーケストレーションの Editor が途中で変わったこともあるが、情報構造のスタンダードは、市場のニーズや関心がないことを理由に、情報の開発を中止することになった。ただ、ISO/IEC 19770-6 ハードウェアタグと ISO/IEC 19770-9 インベントリスキーマは継続して開発し、既存の ISO/IEC 19770-2 ソフトウェアタグ、ISO/IEC 19770-3 権利スキーマ、ISO/IEC 19770-4 資源利用測定は現状のまま公開される。また、WG21 としては、将来、検討を再開する可能性がある。

4. 5 ITAM Forum

- C-リエゾンの ITAM Forum の状況報告があった。（資料：N2253 を参照）

4. 6 Resolution

- **23INT01** : WG21 は, ITAM フォーラムに対し, WG21 へのメンバー募集の支援を要請する.
- **23INT02** : WG21 は, ITAM 規格を現在の市場ニーズに適合させるために, 2024 年 1 月中旬までに WG21 事業計画を更新し, 1 月の月例電話会議で草案を議論できるようにすることを Sherry Irwin に要請する.
- **23INT03** : 市場のニーズや関心がないことを理由に, 情報構造規格の新規開発計画 (19770-2:3rd, 19770-3:2^{cd}, 19770-4:2^{cd}, 19770-7:1st) を中止することが決議された. 現在開発中の 2 つの規格 (19770-6, 19770-9) と公開中の規格は, 引き続き公開される. WG21 は, 将来, この決定を再検討する可能性がある.
- **23INT04** : WG21 メンバーは, 2024 年 1 月 1 日までに草案 19770-13(持続可能性)に関するフィードバックを提供する.
- **23INT05** : WG21 メンバーは, 2024 年 1 月 1 日までに草案 19770-1 に対するフィードバックを提供する.

5 会議予定

- Monthly Meeting 31 January 2024 Virtual
- Plenary Meeting 28-30 May 2024 Berlin, Germany (Confirmed)

以上