OASIS OPEN

Technical Committee Charter Template

This is a draft proposal. It has not been submitted to or accepted by OASIS Open.

INSTRUCTIONS FOR USE:
Make a copy of this template to draft your charter in collaboration with others or privately. The OASIS Project Administrator (project-admin@oasis-open.org) is available to answer questions and offer suggestions.

Version: 0.4 – posted for voting by the committee

Section 1: TC Charter	OASIS staff will remove this column when your charter is ready.
(1)(a) TC Name Code List Representation (codelist)	*The name must be unique and may not have been previously used for an OASIS TC. Do not include any non-OASIS trademarks or other protected terms. The name should specify any acronyms or abbreviations of the name that shall be used to refer to the TC and these should be all uppercase.*

(1)(b) Statement of Purpose

Many communities (for example business sectors and public authorities) exchange and process information in which commonly accepted semantic concepts can be expressed using concise mnemonics or abbreviations called "codes". Choosing a collection of these codes can constrain the expression of information to an agreed-upon set, requiring the exchange to reference one or more members from only a limited list of such codes, variously called "code lists", "enumerations", or "controlled vocabularies".

Code lists then can be defined as controlled vocabularies or coded value enumerations.

Examples of standardized code lists include country abbreviations, currency abbreviations, shipping container descriptors, and airport codes. Examples of non-standardized code lists used between trading partners include financial account types, workflow status indicators, and any set of values representing the semantics of related concepts known between the parties involved in information interchange. An advantage of using a controlled set of semantic concepts is in localization where the associated documentation for the coded values can include descriptions in different languages, thus not requiring the coded values themselves to be translated, or where translation is desired, the semantic equivalence of values can be described.

Code lists have been used for many years, and they have been published and disseminated in manners that have not been IT-enabled for ease of computer processing. To date no standardized IT-enabled representation exists.

The Code List Representation TC purpose is to develop IT-enabling standards that support the machine expression, interchange, documentation, management, processing, and validation of code lists for use in any information technology context.

Identify the problem and challenges that exist and describe how this work will address those issues.

Business Benefits The standards developed by the Code List Representation TC will be beneficial for any community that need to disseminate IT-enabled expressions of code lists for the exchange and processing of enumerated values. Key stakeholders are standardization bodies that need to specify code lists and their representation for exchange and automatic process, registration and source authorities that publishes code lists, business sectors and public authorities that use code lists in their business exchanges, and implementors of software and services that process code lists.	*Who will benefit from this work? Who are the key stakeholders? Provide as much detail as you can about the value of your Project—to potential participants and to adopters. Ideally, list all the categories of stakeholders (types of organizations, vertical industries, professional titles) and explain how each will benefit. Help potential participants make the case to their management for why they should be part of this work. Convince potential adopters they should monitor if not engage with your Project.*
(1)(c) Scope Define, develop and maintain a semantic library for code lists (genericode) and related syntax bindings to represent code lists in XML and other machine processable formats for their interchange, documentation, and management in any machine-processing context. Develop any related technical specifications to support the use of code lists. Promote genericode as the international standard for the IT-enabled representation of code lists. Should the TC decide so, submit genericode and any other standard developed by the TC as publicly available specifications to external standards development organizations (SDO) and, where possible, fulfill their associated responsibilities of being their designated maintenance authority. The publication of code lists is out of scope of this TC.	*Identify the topic the TC will tackle (the "what" not the "how"). You may deem some items as out of scope for the first phase of work, leaving flexibility to incorporate them in the future. Reference any specific contribution you intend to use as a starting point, but keep in mind other contributions may be made by members.*

(1)(d) Deliverables - a semantic model / meta-model of genericode - an XML serialization of the genericode semantic model, with the intent of backward compatibility (or even no changes) to the existing genericode - prepare examples of the use of and the reference to genericode resources - possibly develop new specifications such as operations on a code list e.g. create, add, delete, update - possibly develop new syntax serializations and schemas, such as JSON - possibly include sample non-normative software for transliteration between syntaxes - possibly develop a Schematron value validation script - possibly document the use of genericode as a sparse-table serialization, including concepts such as joining tables and foreign keys	*Deliverables are the work products your TC initially expects to produce. These can be technical works like Committee Specifications, non-technical works like Committee Notes, or supporting pieces like schemas, UML models, glossaries or requirements documents. You do not need to decide and exhaustively list the TC's work here. This section is simply to give people an idea of your first targets. A TC can change its list of deliverables at any time so long as they stay within scope.*
(1)(e) IPR Mode RF on limited terms	*The IPR mode determines obligations TC members incur when their work becomes an OASIS Committee Specification or OASIS Standard. Most TCs operate under the Non-Assertion mode; other options are described in the OASIS IPR Policy.*
(1)(f) Audience Anyone who works with code lists and has a requirement to transmit and process an IT-enabled expression of the code list values and/or their metadata between systems. Also source authorities and publishing authorities who create, publish, and disseminate code lists, based on specific business sector or public authority requirements, including those with pre-existing or 3rd party code lists. Users and consumers of code lists, who may also find a standardized IT-enabled deployment format for such lists easier to employ. Those who are responsible for defining XML vocabularies may be interested in describing a constrained set of values to represent agreed-upon semantic concepts in order to control information items.	*Identify the types of organizations and people who should participate in the TC.*

(1)(g) Language English	*The choice of language applies to the TC as a whole. Some OASIS TCs create Subcommittees to work in different languages.*
(Optional References for Section 1) N/A	~~*TC Proposers sometimes wish to provide hyperlinks to online resources for assets identified above. Resources can also be listed in the final subsection "References".*~~
Section 2: Additional Information	
(2)(a) Identification of Similar Work ISO/IEC JTC 1/SC 32 has developed ISO/IEC 15944-10 that defines the business operational view of and the need for code lists, without the functional services view of syntax serializations that are in scope of this TC	*The list and description of similar work is required. Reviewers and potential participants want to know why this particular TC is needed (in view of other standards and standardization efforts) and what similar work exists. The information in this section demonstrates the proposers' awareness of the global context for their work, provides justification for this additional standards work, and indicates how the new work is different from other standardization efforts.*

(2)(b) First TC Meeting Teleconferences will be scheduled as required to be held on Fridays in continuation of the meetings of the former committee. To begin with, the Zoom room is sponsored by Crane Softwrights Ltd. The first meeting will be held the first Friday after the 30-day Call for Participation period ends.	*~~The first meeting can be no earlier than 30 days after the Call for Participation goes out or 45 days if the first meeting is to be held face-to-face.~~*
(2)(c) Ongoing Meeting Schedule It is expected a weekly or bi-weekly meeting online and occasionally face-to-face meetings when needed and where a TC member can assume the responsibility for hosting the meeting	*You can make a general commitment such as "responsibility for hosting the meeting will rotate through the member companies.*
(2)(d) TC Proposers The current members of the Code List Representation TC	*Minimum Membership means at least five Eligible Persons who have joined OASIS and who are ready to participate in this work. At least two OASIS Organizational Members must be represented.*

(2)(e) Primary Representatives' Support N/A	*For each OASIS Organizational Member listed above, provide the name, electronic mail address, membership affiliation, and statement of support for the proposed Charter from the organization's Primary Representative. The "Primary Representative" is the person designated by the organization to be OASIS's primary point of contact.* *The statements generally tak a form like "I, [Name of Primary Representative, Personal Email Address], as OASIS primary representative for [OASIS Organizational Member Name], confirm our support for this proposed Charter and endorse our participants listed above as named co-proposers."*
(2)(f) TC Convener Andrea Caccia, andrea.caccia@studiocaccia.com, Individual	*The convener acts as the single point of contact with OASIS staff for coordinating the launch of the TC.*
(2)(g) OASIS Member Section N/A	*Note that the TC can always ek*

(2)(h) Anticipated Contributions The current deliverables of the Code List Representation TC, feedback from existing code list Source Authorities and Publishing Authorities.	*If the TC co-proposers or others are intending to contribute existing technical work to the TC (e.g., a draft specification or requirements document), every effort should be made to ensure that these documents are made publicly available at the time of the proposal submission. Potential TC participants, including additional co-proposers, may wish to examine these input documents.*
(2)(i) FAQ Document N/A	~~*The proposers may indicate in (2)(i) whether a FAQ document is being prepared for release in conjunction with the proposal announcement/review, or in conjunction with the Call for Participation. OASIS TC Admin will assist with the publication of the FAQ document at the appropriate time. Naturally, the FAQ document may also be produced and updated after a TC launches.*~~
(2)(j) Work Product Titles and Acronyms genericode	

When you're ready to submit this charter, notify OASIS. The TC Administrator will ensure it is complete and meets all requirements.

For more information, please see:
- TC Process