



## **Rules of Procedure for the OASIS eGovernment Member Section March 2009**

### **1. The Name of the Member Section**

This group is named "OASIS eGovernment Member Section" (or as abbreviated, "eGov MS").

### **2. The Member Section Statement of work**

OASIS, and e-business data standardization in general, have benefited from strong leadership from technology-using governments since their inception. Regulatory and public administration activities are a key use case for many XML and e-commerce projects. Many OASIS XML specifications have been initiated, enabled and strongly supported by global, regional, national and local government agencies.

Further, many data flows in commercial, legal and household activities must flow through or share data with government sources. So compatibility with public administration needs is an important requirement, even for many non-governmental, commercial and private harmonization projects.

The purpose of the eGov Member Section is:

- To promote the adoption and implementation of open standards that facilitate interoperability within and between government agencies and all of their stakeholders.
- To stimulate the sharing of best practices and examination of use cases concerning the delivery of eGovernment services, bringing together the public administrations at all levels with other OASIS constituencies – enterprises, technology vendors, research and academia and ICT professionals, wherever they are.
- To promote interoperability and the implementation of open standards for transformational government.
- To develop eGovernment guidelines that could add value by focusing on use cases and specific requirements at different levels of public administration in countries from varying levels of economic and technological development.
- To create a platform for a series of activities focused on stimulating more inclusive, citizen-centred and shared solutions for Transformational Government
- To discuss, scope and if needed initiate additional standardization projects within OASIS.

### **3. The Rules for Electing Steering Committee Members**

After the terms of the initially designated members, all Steering Committee seats will be filled by election as follows: (a) at least one-half of the seats must at all times be filled by employees of governmental or public administration entities who are OASIS AGA members, and (b) the remainder may be filled by any member of the Member Section. All qualified electors among the Section's membership may vote in each Steering Committee election. Each Member Section Supporting Entity shall be entitled to have one Member Section Qualified Elector (as those terms are defined in the OASIS Member Section Policy). The Member Section Qualified Elector for a Member Section Supporting Entity that is an OASIS Organizational Member shall be that entity's Primary Representative (as those terms are defined in the OASIS TC Process), or that person's designate.

Vacancies on the Steering Committee shall be filled as provided by the Member Section Policy.

### **4. Process for Changing the Number of Steering Committee Members**

The Steering Committee may at any time change the number of seats on the Steering Committee to 3, 5, 7 or 9 members. The Steering Committee will decide how to effect any reduction in the number of Steering Committee members, if this is necessary in order to comply with the provision of maintaining at least one-half of the seats from employees of governmental or public administration entities who are OASIS AGA members. Members of the Steering Committee shall serve for 2-year terms. The Steering Committee may add any additional seats (up to a maximum of 9) with an initial term of either one or two years, so as to maintain overlapping, staggered committee terms for continuity purposes.

### **5. Funding Model for the Member Section**

OASIS policies permit Member Sections to propose, subject to consortium approval, that a portion of dues of OASIS Members who choose to join the Member Section should be retained as operating funds for the activities of the Section. The eGov Member Section will seek such funding to support their work programme and other activities.

The Section may receive funds directly from sources other than membership dues, and may at the election of its Steering Committee pursue revenue generating and business activities, such as events, grants and donations, so long as these are consistent with OASIS policies and the consortium's not-for-profit tax-exempt status. All such activities and expenditures will be subject to OASIS policies, budgeting and reporting practices, and the approval of OASIS management.

### **6. Provisions that Apply to Affiliated Technical Committees**

OASIS Technical Committees may seek to affiliate with the Member Section as provided in the OASIS Member Section Policy and the eGov Member Section will be proactive in seeking such affiliations.

Affiliated TCs may choose to operate under any of the IPR modes allowed by OASIS policies, and in language as indicated in their TC charters.

## **7. Other Provisions**

The Steering Committee will elect its own chair, secretary and treasurer, and set its own meeting schedule and agenda, operating under Roberts Rules of Order (newly revised) and all applicable OASIS policies.

All meeting minutes and official Steering Committee activities will be published on the publicly archived Steering Committee mail list.

The Steering Committee may adopt additional standing rules for its operations and Section operations, if not inconsistent with these Rules or OASIS policies.

Once the Steering Committee is established, it may modify these Member Section Rules of Procedure, subject to approval of the OASIS Board of Directors as provided in the OASIS Member Section Policy.