

A Timeline for Approval of the RLTC's Specification

16th October 2002

1. The authoritative documents governing the OASIS TC Process are at <http://www.oasis-open.org/committees/process.shtml>. This document contains rules concerning TC voting, approval of a Committee Specification, and approval of an OASIS standard.
2. OASIS Voting & Specification Procedures: A Brief Review
 - (a) A specification requires approval from two-thirds of TC members and no more than one-quarter of TC members voting against in order to become a Committee Specification.
 - (b) The TC must decide, by majority vote, to submit the work for public review. The the specification must be frozen during this review period. The minimum public review period is **30 days**. "The review should be publicized on applicable OASIS mail lists and other public mail lists."
 - (c) Comments collected during this period must be recorded, and some record of their resolution made.
 - (d) The TC may conduct additional public review cycles.
 - (e) Once the TC "has approved, conducted a public review of, and published a Committee Specification has approved a Committee Specification, [the TC] may recommend that the Committee Specification be made an OASIS Standard." Then the TC may submit the committee spec to the OASIS membership.
 - i. The list of documents that the TC must submit along with the specification to the OASIS Administration is at http://www.oasis-open.org/committees/process.shtml#approval_standard
3. RLTC Timeline
 - (a) The earliest that a specification could be offered to the RLTC is at the next meeting, Oct. 16, 2002. (See the timeline in Figure 1.) A separate vote to go forward with public review could then take place at the next general body meeting (Oct. 30, 2002).
 - (b) The RLTC then has to take the following steps:
 - i. Conduct a 30-day public review. (lasting until Nov. 30). The specification must be frozen during this public review period.
 - ii. Resolve all of the public comments. Some of the organizational work (collecting comments, perhaps some initial classification) could probably be done before the GB meeting on Dec. 11.
 - iii. Begin discussing the public comments, in a manner similar to that of requirements, on Dec. 11, 2002.
 - iv. This review process will likely take a few meeting cycles. Assuming that work progresses quickly, the RLTC could reach resolution on public comments in a Jan. 8, 2003 meeting.

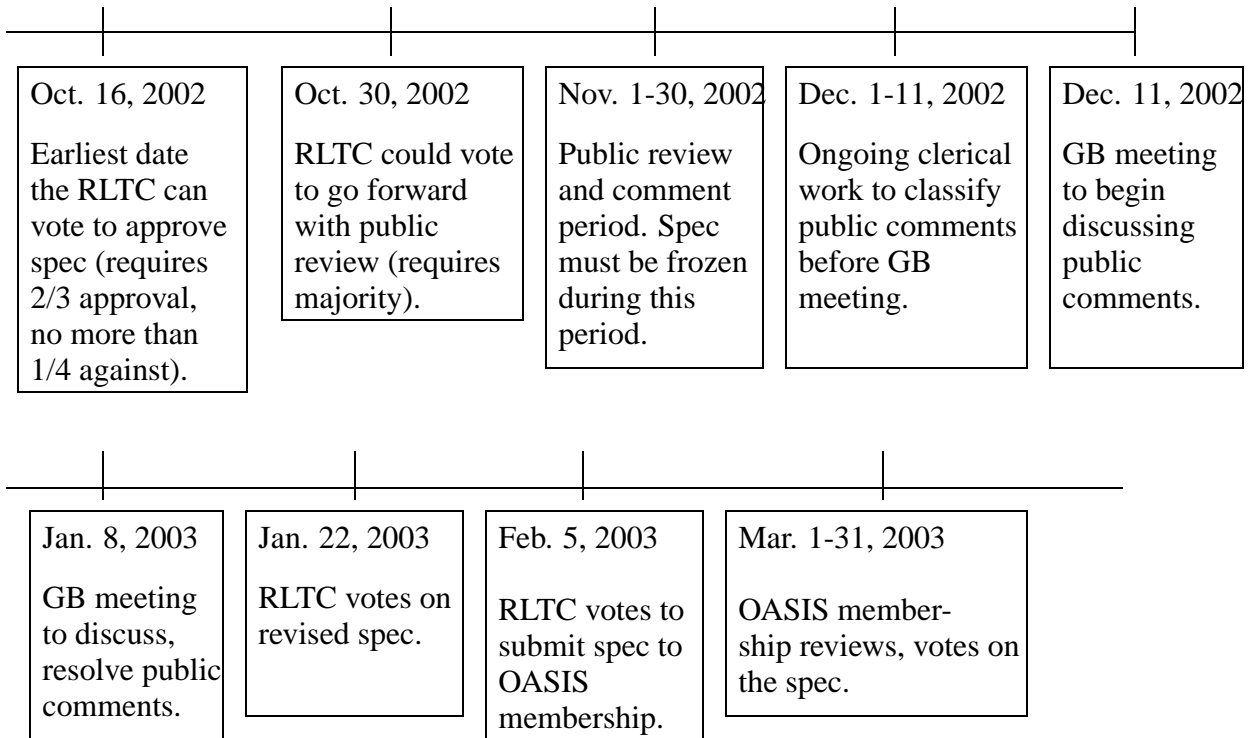


Figure 1: A possible timeline for OASIS approval of the RLTC specification.

- v. Vote on the revised specification on Jan. 22, 2003.
- vi. Use the Feb. 5, 2003 meeting to vote to submit the specification to OASIS.
- vii. Submit the specification to OASIS. March 2003 would then be used for OASIS administrative processing, and for OASIS members to review and vote on the specification. These steps will take until March 31.