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5 **DMTF Process for Technology Submissions,**  
6 **Review, and Acceptance**

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31 such patent may relate to or impact implementations of DMTF standards, visit  
32 <http://www.dmtf.org/about/policies/disclosures.php>.

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## Foreword

50 **Acknowledgments**

51 This document was prepared by the DMTF Process Committee.

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## 53 1 Purpose of this Document

### 54 1.1 Scope of Document

55 This document sets forth the processes by which Submissions may be considered for adoption in relation  
56 to the development or improvement of DMTF technical specifications where the Submission is developed  
57 exclusively outside the context of DMTF meetings.

58 This document:

- 59 • replaces the “DMTF Tech Adoption Policy, Process for bringing new technology into the DMTF”  
60 adopted by the DMTF 10/20/1999;
- 61 • sets forth requirements for a Submission portal to replace the Feedback portal  
62 (<http://www.dmtf.org/standards/feedback>) with a portal that may be used for Submissions as well as  
63 Feedback, and
- 64 • provides internal guidance to DMTF management and members regarding the disposition of  
65 Submissions.

### 66 1.2 Application to Members and Non-Members

67 This process document applies to all Submissions, regardless of whether the Submission is made by a  
68 DMTF member or by a non-member. It applies only to Submissions developed exclusively outside the  
69 context of DMTF meetings.

## 70 2 Other Policies

### 71 2.1 Relationship to Other DMTF Policies

72 In the event of a direct conflict between this document and the following DMTF policies, the following  
73 policies (as amended from time to time) control:

74 DMTF *Patent and Technology Policy*, October 17, 2001,  
75 <http://www.dmtf.org/about/policies/patent-10-18-01.pdf>

76 DMTF *Revised Member Rules of Conduct*, March 3, 2009,  
77 [http://www.dmtf.org/about/policies/rules\\_of\\_conduct\\_3-18-2009.pdf](http://www.dmtf.org/about/policies/rules_of_conduct_3-18-2009.pdf)

78 DMTF DSP4002, *Committee, Work Group and Forum Process*, Version 2.2,  
79 [http://www.dmtf.org/standards/published\\_documents/DSP4002\\_2.2.1.pdf](http://www.dmtf.org/standards/published_documents/DSP4002_2.2.1.pdf)

### 80 2.2 Normative References

81 Submissions must also conform to the following external policies as they may be revised from time to  
82 time. In the event of conflict between any DMTF policy and the following external policies, the DMTF  
83 policy controls.

84 ISO/IEC Directives, Part 2, *Rules for the structure and drafting of International Standards*,  
85 [http://isotc.iso.org/livelink/livelink.exe/fetch/2000/2122/3146825/4229629/4230450/4230456/ISO\\_IEC\\_Directives\\_Part\\_2\\_Rules\\_for\\_the\\_structure\\_and\\_drafting\\_of\\_International\\_Standards\\_2004\\_5th\\_edition\\_pdf\\_format\\_.pdf?nodeid=4230517&vernum=0](http://isotc.iso.org/livelink/livelink.exe/fetch/2000/2122/3146825/4229629/4230450/4230456/ISO_IEC_Directives_Part_2_Rules_for_the_structure_and_drafting_of_International_Standards_2004_5th_edition_pdf_format_.pdf?nodeid=4230517&vernum=0)  
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88 **2.3 Terminology**

89 The following chart clarifies the use of certain terms in this document:

Original Term	Source and Definition	Equivalent Term Used in This Document
Submission	Term defined in Section 2 of the <a href="#">DMTF Patent and Technology Policy</a> as "a new contribution to the DMTF for consideration as part of a technical standard"	Submission
[various]	Refers to the person or entity, member or non-member, that makes a Submission to the DMTF	Submitter
Contribution	Term currently used in <a href="#">DMTF Member Rules of Conduct</a> , Section 2 – "Content" regarding Copyright on inputs, etc.	Submission
Contributor	Term currently used in <a href="#">DMTF Member Rules of Conduct</a> , Section 2 – "Content", regarding Copyright on inputs, etc.	Submitter
submitter	Term currently used in <a href="#">DMTF Member Rules of Conduct</a> , Section 2 – "Content", regarding Copyright on inputs, etc.	Submitter
Proponent	Term currently used in <a href="#">DMTF Patent and Technology Policy</a>	Submitter
sponsor	Term currently used in Section 1 of the existing DMTF Tech Adoption Policy	Submitter

90 **3 Processes**

91 **3.1 Technology Submissions**

92 The DMTF will develop and maintain a Technology Submissions Portal.

93 All Submissions developed exclusively outside the context of DMTF meetings must be made through the  
94 DMTF Technology Submissions Portal.

95 **3.1.1 The Technology Submissions Portal:**

- 96 1) Will provide a means for the DMTF to receive
- 97 a) Submissions
- 98 b) feedback regarding existing DMTF documents.
- 99 2) Will ensure that Submitters agree to be subject to all relevant DMTF rules, policies, and procedures  
100 with respect to the Submissions, including but not limited to the following:
- 101 a) **Identification:**
- 102 i) Submitters who are members must log in to an account associated with the organization  
103 the Submitter is representing for the purpose of the Submission.
- 104 ii) Submitters who are not members must identify themselves by name and identify any  
105 organization the Submitter is affiliated with that might have an interest in the Submission or  
106 the associated DMTF specification.
- 107 b) **Authority:** Submitters who are not DMTF members must state that they are authorized to make  
108 the Submission on behalf of any entity they represent.

- 109 c) **Disclosures:**
- 110 i) The Portal will provide means for the Submitter to disclose patents to the DMTF Technical
- 111 Committee in accordance with the [DMTF Patent Policy](#), Section 2, or any successor policy.
- 112 ii) The Portal will provide means for the Submitter to provide any Copyright License Grants
- 113 that may be required in accordance with the [DMTF Member Rules of Conduct](#) as to
- 114 Copyright on Content, or any successor policy.
- 115 iii) Multiple Submissions: Multiple Submissions may be made within a single login session.
- 116 3) **Records:** DMTF will maintain a record of every Submission for the purpose of tracking compliance
- 117 to this policy, including identity of Submitter, organization represented, the date and time of the
- 118 Submission, and nature of the information submitted.
- 119 4) **Accounts:** The Portal will provide convenient means for non-members to create an account, subject
- 120 to verification of identity.
- 121 5) **Changes:** The Portal may be updated from time to time, consistent with DMTF policies.

## 122 3.2 Submission Review

123 Once a Submission has been received by the DMTF through the DMTF Technology Submissions Portal:

- 124 1) The DMTF VP of Technology shall decide the next course of action based on the merits of the
- 125 proposal and work going on in other standards organizations, and act on the Submission. Those
- 126 actions include but are not limited to the following:
- 127 a) If the Submission is clearly within the scope of an existing Committee, Sub Committee, or
- 128 Working Group, the VP of Technology shall consult with the Chairs of that body, and the work
- 129 required to adopt the Submission into new or existing specifications shall be assigned to that
- 130 body with a timetable consistent with DMTF priorities and resource requirements.
- 131 b) If the Submission expands existing DMTF programs, the VP of Technology may forward the
- 132 proposal to the DMTF Board for consideration. If approved, the Board may recommend that the
- 133 Submitter or other DMTF Member set up an appropriate body.
- 134 c) If the Submission is outside the scope of existing DMTF Programs but consistent with DMTF
- 135 purposes, the VP of Technology shall forward the Submission to the Technical Committee,
- 136 which may consider forming a new Working Group.
- 137 d) If the Submission is outside the scope of the DMTF, the Submitter may be referred to an
- 138 alliance partner or other standards development organization, as agreed with the DMTF Board.
- 139 e) If DMTF resources cannot move the Submission forward, the VP of Technology shall either:
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- Ask the Submitter to resubmit in the future for further consideration, or
  - Notify the Submitter that the Submission is being held for a defined period of time for future
- 141 consideration and shall be reevaluated within that period of time.
- 142
- 143 f) The VP of Technology may recommend to the Board that a Submission be rejected. If the
- 144 Board rejects a Submission, the Submitter must be notified of such a decision.
- 145 2) If the Submission is accepted in the DMTF, the VP of Marketing shall, in consultation with the
- 146 Marketing Committee, decide whether a press release is appropriate in accordance with the DMTF
- 147 Press Release Policy.
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## ANNEX A (informative)

### Change Log

Version	Date	Description
1.0.0	2010-05-20	DMTF Informational Release

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