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

7 **Document Type: Policy**
8 **Document Status: DMTF Informational**
9 **Document Language: en-US**

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31 such patent may relate to or impact implementations of DMTF standards, visit
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CONTENTS

34 Foreword 4

35 1 Purpose of this Document 5

36 1.1 Scope of Document 5

37 1.2 Application to Members and Non-Members 5

38 2 Other Policies 5

39 2.1 Relationship to Other DMTF Policies..... 5

40 2.2 Normative References 5

41 2.3 Terminology 6

42 3 Processes..... 6

43 3.1 Technology Submissions 6

44 3.1.1 The Technology Submissions Portal: 6

45 3.2 Submission Review..... 7

46 ANNEX A (informative) Change Log 9

47

48

49

Foreword

50 **Acknowledgments**

51 This document was prepared by the DMTF Process Committee.

52

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 <http://dmtf.org/about/policies>:

74 DMTF *Patent and Technology Policy*, October 17, 2001
75

76 DMTF *Revised Member Rules of Conduct*, March 3, 2009

77 *DMTF DSP4002, Committee, Work Group and Forum Process*

78 2.2 Normative References

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

82 ISO/IEC Directives, Part 2, *Rules for the structure and drafting of International Standards*,
83 [http://isotc.iso.org/livelink/livelink.exe/fetch/2000/2122/3146825/4229629/4230450/4230456/ISO_IEC_Dir
84 ectives_Part_2_Rules_for_the_structure_and_drafting_of_International_Standards_2004_5th_edition
85 n_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)

86 **2.3 Terminology**

87 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 DMTF Patent and Technology Policy 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 DMTF Member Rules of Conduct , Section 2 – “Content” regarding Copyright on inputs, etc.	Submission
Contributor	Term currently used in DMTF Member Rules of Conduct , Section 2 – “Content”, regarding Copyright on inputs, etc.	Submitter
submitter	Term currently used in DMTF Member Rules of Conduct , Section 2 – “Content”, regarding Copyright on inputs, etc.	Submitter
Proponent	Term currently used in DMTF Patent and Technology Policy	Submitter
sponsor	Term currently used in Section 1 of the existing DMTF Tech Adoption Policy	Submitter

88 **3 Processes**

89 **3.1 Technology Submissions**

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

91 All Submissions developed exclusively outside the context of DMTF meetings must be made through the
 92 DMTF Technology Submissions Portal, unless the Submission originated from a single source and does
 93 not incorporate input from any other source.

94 **3.1.1 The Technology Submissions Portal**

95 1) Will provide a means for the DMTF to receive the following:

- 96 a) Submissions
- 97 b) Feedback regarding existing DMTF documents

98 2) Will ensure that Submitters agree to be subject to all relevant DMTF rules, policies, and procedures
 99 with respect to the Submissions, including but not limited to the following:

100 a) **Identification:**

- 101 i) Submitters who are members must log in to an account associated with the organization
 102 the Submitter is representing for the purpose of the Submission.
- 103 ii) Submitters who are not members must identify themselves by name and identify any
 104 organization the Submitter is affiliated with that might have an interest in the Submission or
 105 the associated DMTF specification.

106 b) **Authority:** Submitters who are not DMTF members must state that they are authorized to make
 107 the Submission on behalf of any entity they represent.

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

121 3.2 Submission Review

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

- 123 1) The DMTF VP of Technology shall decide the next course of action based on the merits of the
124 proposal and work going on in other standards organizations, and act on the Submission. Those
125 actions include but are not limited to the following:
- 126 a) If the Submission is clearly within the scope of an existing Committee, Subcommittee, Working
127 Group or other body within the DMTF (such as an Incubator), the VP of Technology shall
128 consult with the Chairs of the parent body(s) (for example Committee and/or Subcommittee)
129 and the Chairs of the Working Group or other DMTF body. The work required to adopt the
130 Submission into new or existing specifications shall be assigned to that body with a timetable
131 consistent with DMTF priorities and resource requirements.
- 132 b) If the Submission expands existing DMTF programs, the VP of Technology may forward the
133 proposal to the DMTF Board for consideration. If approved, the Board may recommend that the
134 Submitter or other DMTF Member set up an appropriate body or work to expand the charter of
135 an existing body. Once the appropriate body is established, the VP of Technology shall assign
136 the submission to that body.
- 137 c) If the Submission is outside the scope of existing DMTF Programs but consistent with DMTF
138 purposes, the VP of Technology shall forward the Submission to the Technical Committee,
139 which may consider forming a new body such as a Working Group or Incubator.
- 140 d) If the Submission is outside the scope of the DMTF, the Submitter may be referred to an
141 alliance partner or other standards development organization, as agreed with the DMTF Board.
- 142 e) If DMTF resources cannot move the Submission forward, the VP of Technology shall either:
- 143 • Ask the Submitter to resubmit in the future for further consideration, or
 - 144 • Notify the Submitter that the Submission is being held for a defined period of time for future
145 consideration and shall be reevaluated within that period of time.
- 146 f) The VP of Technology may recommend to the Board that a Submission be rejected or
147 recommend an alternative disposition. If the Board rejects a Submission, the Submitter must be
148 notified of such a decision.
- 149 2) After receipt of the submission, the VP of Technology will notify the DMTF Board of the Technology
150 submission at the next DMTF Board meeting. Upon completion of the disposition of the submission,
151 the VP of Technology will notify the DMTF Board of the disposition of the submission at the next

152 DMTF Board meeting. The VP of Technology will then notify the submitter of the result of the
153 submission process.

154 3) If the Submission is accepted in the DMTF, the VP of Marketing shall, in consultation with the
155 Marketing Committee, decide whether a press release is appropriate in accordance with the DMTF
156 Press Release Policy.

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ANNEX A (informative)

Change Log

Version	Date	Description
1.0.0	2010-05-20	DMTF Informational Release
1.1.0a	2010-07	Improved disposition of technology submissions in section 3.2
1.1.0	2010-08-17	Clarification paragraph added to section 3.1 to clarify rules for submissions developed exclusively outside the context of DMTF meetings.
1.2.0	2012-12-13	DMTF Informational Release

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