



DMTF DSP Acquisition Process

Version 1.1.0 January 17, 2007

Abstract

This document defines the DMTF DSP Acquisition Process. This process was created to allow the DMTF TC to manage the specification development work going on in the DMTF Technical Working Groups as well as participating alliance partners.

Notice

DSP4007

Status: Informational

Copyright © 2006 Distributed Management Task Force, Inc. (DMTF). All rights reserved.

DMTF is a not-for-profit association of industry members dedicated to promoting enterprise and systems management and interoperability. Members and non-members may reproduce DMTF specifications and documents for uses consistent with this purpose, provided that correct attribution is given. As DMTF specifications may be revised from time to time, the particular version and release date should always be noted.

Implementation of certain elements of this standard or proposed standard may be subject to third-party patent rights, including provisional patent rights (herein "patent rights"). DMTF makes no representations to users of the standard as to the existence of such rights, and is not responsible to recognize, disclose, or identify any or all such third-party patent right, owners or claimants, nor for any incomplete or inaccurate identification or disclosure of such rights, owners or claimants. DMTF shall have no liability to any party, in any manner or circumstance, under any legal theory whatsoever, for failure to recognize, disclose, or identify any such third-party patent rights, or for such party's reliance on the standard or incorporation thereof in its product, protocols or testing procedures. DMTF shall have no liability to any party implementing such standard, whether such implementation is foreseeable or not, nor to any patent owner or claimant, and shall have no liability or responsibility for costs or losses incurred if a standard is withdrawn or modified after publication, and shall be indemnified and held harmless by any party implementing the standard from any and all claims of infringement by a patent owner for such implementations.

For information about patents held by third parties which have notified the DMTF that, in their opinion, such patent may relate to or impact implementations of DMTF standards, visit <http://www.dmtf.org/about/policies/disclosures.php>.

Table of Contents

DMTF DSP Acquisition Process	1
Abstract	1
Introduction	3
Process	4
Rules	4
Steps	4
Working Group/Forum	4
DMTF TC Secretary	4
DMTF Document Ownership Request Form	6
Description	6
Form	7
Example	8
Appendix 1 – Change History	9

Introduction

The DMTF DSP Acquisition Process was created to organize work on specifications in the DMTF. The process will enable the DMTF TC (Technical Committee) and other Committees to track specification development from conception to completion. The process will also allow Working Groups, Forums and Committees to obtain editorial responsibilities for both new and existing documents. It will allow Committees to determine if there is a need for the requested document. It will also enable a single, master DSP list for the DMTF.

DMTF DSPs fall into the following categories: Specifications, White Papers, Technotes and other Informational documents, Profiles, Process Documents and Charters. DSP4004 describes the process required for documents which have a DSP number are to be released. The purpose of this document is to describe how a DSP number is assigned to an individual document and how a Working Group, Forum or Committee gains editorial responsibility for that document.

Note that this document does not cover Profiles. For details on the Profile process, please see DSP4005.

The DMTF TC will maintain a master list of all DSPs being worked on in the DMTF. This list will be checked into CVS and will be made available to all DMTF Committee members and Working Group and Forum chairs.

The rest of this document describes the process, request form and master list.

Process

The rules and steps for submitting a document ownership request form are as follows:

Rules

- The form or CR shall only be submitted by Working Group or Committee Chairs.
- The form shall be used for either a new document or to transfer an existing document from one Working Group, Forum or Committee to another.
- The form shall be approved by the DMTF Committee before a DSP number will be assigned to that Working Group.
- Only one document request shall be submitted per form.
- This document does not apply to Profiles. For Profile Requests, please see DSP4005.

Steps

The steps are broken into two sections. The process for a WG, Forum or Committee to generate a request to obtain editorial responsibility of a document, and the Committee process for approving or denying the request.

Working Group/Forum/Committee

When a Working Group, Forum or Committee determines that there is the need for a new document, they must follow the process to obtain a DSP number for it. The following steps are followed to request the DSP number:

1. A Working Group shall fill out a CR with the contents of the Document Ownership Request Form in the body of the CR.
2. Once approved by the Working Group or Forum, the chair of the Working Group/ or Forum shall submit it to the parent Committee using the standard CR process. Document Ownership Request Forms that originate in the Committee skip this step.

DMTF Committee Secretary

1. The DMTF Committee Secretary will review the form for completeness/correctness. If not correct, the form/CR shall be sent back to the submitter to correct and restart the process. If the Committee does not have a Secretary, the chair of that Committee will act in this role
2. The DMTF Committee Secretary will forward the CR to the an alias that alerts all members, such as the tc-all@dmtof.org alias for Technical Committee Working Groups. This will inform all Working Group, Forum or Committee members that the request has been submitted to the Committee

- Comments on the ballot will only be accepted from Working Group or Forum chairs and Committee members through the ballot process – comments are not permitted through the alias and should be ignored.
3. The DMTF Committee Secretary will announce the CR at the first available Committee meeting and create a ballot to be voted on during the next available ballot cycle. The ballot must be open for a minimum of one week and a maximum of two weeks.
 4. If the ballot does not pass, the DMTF Committee Secretary will take the following steps
 - Inform the submitter that it failed and for what reasons.
 - The process ends at this point. The submitter may resubmit an updated or new form to restart the process.
 5. If the ballot passes, the DMTF Committee Secretary will take the following steps
 - Send a message to the VP of Technology requesting the DSP number for the approved document, copying the Chair that originated the request.
 - The VP of Technology is responsible for adding the document to the master list of DSPs and informing the DMTF Committee Secretary and Working Group or Forum chair of the DSP number.

DMTF Document Ownership Request Form

Description

The fields are to be filled out as follows:

TO – This field should not change – the form is to be sent to the appropriate DMTF VP for that Committee. This is the VP of Technology for TC document requests, the VP of Interoperability for C&I document requests, the VP of Marketing for Marketing document requests. Vice-chair of the Board for Process Documents, and VP of Alliances for Alliance Documents.

FROM – This field is to be the name of the Working Group/Forum/Committee Chair submitting the form.

GROUP – This is the name of the Working Group, Forum or Committee. This may also include additional DMTF Working Groups and Forums that are interested in the document and have agreed to review/ballot the document in the Working Group before being submitted to the Committee.

Name – The name of the document. This name shall be unique within the owning organization.

Organization – The name of the organization for the document. For all DMTF Working Groups, this field will be DMTF and will also contain the Committee name.

Transfer – This field should be No unless the document is being transferred from a group/alliance partner to another. If the field is marked yes, the name of the group/alliance partner that is the current owner must be listed (e.g. Yes – WIP)

Synopsis – The synopsis is a short (1-2 paragraphs) description of the document.

Reference Material – This should be a presentation, document outline, or representative of the work in progress. It should outlay the requirements for this document, the scope of the work and indicate in as much detail as possible the area that this DSP will cover. For white papers, this can be brief but for Specifications this is expected to be quite detailed.

When the form is completed, it should be copied into a CR and submitted to the Committee through the chair of the owning Working Group or Forum using the standard CR process.

Form

TO	DMTF VP of Technology
FROM	{WG Chair or Alliance Member}
GROUP	{WG or Alliance Organization Name}

Document Information

Name:

Organization: DMTF

Transfer: Yes/No {if yes, list group coming from}

Synopsis:

{Put a paragraph or two describing the scope of the document and what problem it is solving. List the audience for the document including any initiatives (e.g. SMASH, CDM, SMI)}

Example

The following example is for the WBEM Fictitious White Paper.

TO	DMTF VP of Technology
FROM	j.doe@example.com
GROUP	WIP

Document Information

Name: WBEM Fictitious White Paper

Organization: DMTF

Transfer: No

Synopsis:

The WBEM Fictitious White Paper describes the fictitious infrastructure and capabilities of the various fictitious components. It will provide information on the WBEM protocols supported and their associated capabilities. It will also provide information on how one is expected to interface to the WBEM Fictitious Specification. The WBEM Fictitious White Paper will also provide information on discovery and enumeration.

Attached you will find a proposed annotated outline that the WBEM Fictitious White Paper is expected to use.

Appendix 1 – Change History

Date	Version	Change(s)
5/06	1.0a	Initial Version
5/12	1.0b	Changes to include Forums
12/8/2006	1.1	Changes to clarify how this applies to Committees