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

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34 This document's normative language is English. Translation into other languages is permitted.

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Introduction

54 This document describes the DMTF technology adoption and submission policy. This includes how
55 externally created, multi-party artifacts can be brought into the DMTF for consideration in its ongoing work
56 as well as how externally developed feedback on existing standards or other works may be brought into
57 the DMTF for incorporation into DMTF produced materials.

58 This document was prepared by the DMTF Executive Committee.

59 DMTF is a not-for-profit association of industry members dedicated to promoting enterprise and systems
60 management and interoperability. For information about the DMTF, see <http://www.dmtf.org>

61 1 Purpose of this document

62 1.1 Scope of document

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

66 This document:

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

74 1.2 Application to members and non-members

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

78 2 Other policies

79 2.1 Relationship to other DMTF policies

80 In the event of a direct conflict between this document and the following DMTF policies, the following
81 policies (as amended from time to time) control <http://dmtf.org/about/policies>:

82 DMTF *Patent and Technology Policy*

83 DMTF *Revised Member Rules of Conduct*

84 DMTF [DSP4014](#), *DMTF Process for Working Bodies*

85 2.2 Normative references

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

89 ISO/IEC Directives, Part 2, *Rules for the structure and drafting of International Standards*,
90 [http://isotc.iso.org/livelink/livelink.exe/fetch/2000/2122/3146825/4229629/4230450/4230456/ISO_IEC_Dir
91 ectives_Part_2_Rules_for_the_structure_and_drafting_of_International_Standards_2004_5th_edition
92 _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)

93 2.3 Roles and responsibilities

94 This clause of the document defines the roles and responsibilities required by the DMTF Technology
95 Submission, Review and Acceptance Policy.

96 In the event that the VP of Technology is unavailable, the Vice Chair of the Technical Committee may
 97 temporarily act in their stead with respect to the processes defined in this document provided at least
 98 three other DMTF Executives have given their approval.

99 Administrative tasks to fulfill the requirements set out in this document may be assigned to a DMTF staff
 100 person by the VP of Technology when a submission references a DSP number or document title.

101 This document is also subject to the rules and responsibilities specified in [DSP4014](#).

102 **2.4 Terminology**

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

104 **3 Processes**

105 **3.1 Technology submissions**

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

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

110 **3.1.1 Technology Submissions Portal**

- 111 1) Will provide a means for the DMTF to receive the following:
 - 112 a) Submissions
 - 113 b) Feedback regarding existing DMTF documents
- 114 2) Will ensure that Submitters agree to be subject to all relevant DMTF rules, policies, and
 115 procedures with respect to the Submissions, including but not limited to the following:

- 116 a) **Identification:**
- 117 i) Submitters who are members must log in to an account associated with the
- 118 organization the Submitter is representing for the purpose of the Submission.
- 119 ii) Submitters who are not members must identify themselves by name and identify any
- 120 organization the Submitter is affiliated with that might have an interest in the
- 121 Submission or the associated DMTF specification.
- 122 b) **Authority:** Submitters who are not DMTF members must state that they are authorized to
- 123 make the Submission on behalf of any entity they represent.
- 124 c) **Disclosures:**
- 125 i) The Portal will provide means for the Submitter to disclose patents to the DMTF
- 126 Technical Committee in accordance with the [DMTF Patent Policy](#), Clause 2, or any
- 127 successor policy.
- 128 ii) The Portal will provide means for the Submitter to provide any Copyright License
- 129 Grants that may be required in accordance with the [DMTF Member Rules of Conduct](#)
- 130 as to Copyright on Content, or any successor policy.
- 131 iii) **Multiple Submissions:** Multiple Submissions may be made within a single login
- 132 session.
- 133 3) **Records:** DMTF will maintain a record of every Submission for the purpose of tracking
- 134 compliance to this policy, including identity of Submitter, organization represented, the date and
- 135 time of the Submission, and nature of the information submitted.
- 136 4) **Accounts:** The Portal will provide convenient means for non-members to create an account,
- 137 subject to verification of identity.
- 138 5) **Changes:** The Portal may be updated from time to time, consistent with DMTF policies.

139 3.2 Submission review

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

- 141 1) DMTF Administration shall review the submission for legitimacy and upload the text of the email
- 142 and attachment, if provided, to the feedback portal group documents area.
- 143 a) If the submission references a DSP identifier or DSP document title, DMTF Administration
- 144 shall determine the DMTF body that owns the document. DMTF Administration shall
- 145 forward the submission along with any attachments and consult the Chairs of the parent
- 146 Committee and the Chairs of the owning DMTF body. The work required to adopt the
- 147 submission into new or existing specifications shall be assigned to that body with a
- 148 timetable consistent with DMTF priorities and resource requirements. DMTF administration
- 149 shall proceed with step three on behalf of the VP of Technology.
- 150 b) If no DSP identifier is provided the VP of Technology shall proceed with step 2.
- 151 2) The DMTF VP of Technology shall decide the next course of action based on the merits of the
- 152 proposal and work going on in other standards organizations, and act on the Submission. Those
- 153 actions include but are not limited to the following:
- 154 a) If the Submission is clearly within the chartered scope of an existing Committee, Working
- 155 Group, Forum or other body within the DMTF, the VP of Technology (or DMTF
- 156 Administration at the request of the VP of Technology) shall forward the submission and
- 157 any attachments and consult with the Chairs of the parent Committee and the Chairs of the
- 158 Working Group or other DMTF body to determine its disposition. The work required to
- 159 adopt the Submission into new or existing specifications shall be assigned to that body with
- 160 a timetable consistent with DMTF priorities and resource requirements.

- 161 b) If the Submission expands existing DMTF programs, the VP of Technology may forward
162 the proposal to the DMTF Board for consideration. If approved, the Board may recommend
163 that the Submitter or other DMTF Member set up an appropriate body or work to expand
164 the charter of an existing body. Once the appropriate body is established, the VP of
165 Technology shall assign the submission to that body.
- 166 c) If the Submission is outside the scope of existing DMTF Programs but consistent with
167 DMTF purposes, the VP of Technology shall forward the Submission to the Technical
168 Committee, which may consider forming a new body such as a Working Group or
169 Incubator.
- 170 d) If the Submission is outside the scope of the DMTF, the Submitter may be referred to an
171 alliance partner or other standards development organization, as agreed with the DMTF
172 Board.
- 173 e) If DMTF resources cannot move the Submission forward, the VP of Technology shall
174 either:
- 175 • Ask the Submitter to resubmit in the future for further consideration, or
 - 176 • Notify the Submitter that the Submission is being held for a defined period of time for
177 future consideration and shall be reevaluated within that period of time.
- 178 f) The VP of Technology may recommend to the Board that a Submission be rejected or
179 recommend an alternative disposition. If the Board rejects a Submission, the Submitter
180 must be notified of such a decision.
- 181 3) After receipt of the submission, the VP of Technology will notify the DMTF Board of the
182 Technology submission at the next DMTF Board meeting. Upon completion of the disposition of
183 the submission, the VP of Technology will notify the DMTF Board of the disposition of the
184 submission at the next DMTF Board meeting. The VP of Technology will then notify the
185 submitter of the result of the submission process.
- 186 4) If the Submission is accepted in the DMTF, the VP of Marketing shall, in consultation with the
187 appropriate Marketing Body, decide whether a press release is appropriate in accordance with
188 the DMTF Press Release Policy.
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193**ANNEX A
(informative)****Change log**

Version	Date	Description
1.0.0	2010-05	
1.1.0	2010-08	Improved disposition of technology submissions in clause 3.2. Clarification paragraph added to clause 3.1 to clarify rules for submissions developed exclusively outside the context of DMTF meetings.
1.2.0	2012-12-13	DMTF Informational Release
1.3.0	2016-11-18	Added vice-chair ability to serve in the stead of VP of Technology. Modified the introduction for consistency.
1.4.0	2020-04-14	Added DMTF staff person the ability to process submissions and communicate receipt of feedback to WG/Forum chair if the submission is unambiguous.

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Bibliography

195 DMTF DSP4014, *DMTF Process for Working Bodies 2.6*,
196 http://www.dmtf.org/sites/default/files/DSP4014_2.6.pdf

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