Charter of the Technical Committee Standardization

Document Revision History				
Version	Status	Update Comment	By	Date
1.0	Final	Enactment	René Widmer	8. Nov. 2022
2.0	Final	Enactment	Kevin Meynell	26. Feb 2025

1 - Overview

The SCION Association develops and maintains the technical specifications of the SCION architecture on behalf of the SCION Community, and collaborates with relevant external Standard Development Organizations (SDO) as required. The Technical Committee (TC) for Standardization provides input and guidance to this process.

2 - Responsibilities

2.1   The TC Standardization shall have the following responsibilities:

    2.1.1   Determine which SCION components should be specified and in which order.

    2.1.2   Determine which SCION components should be specified through a recognised external SDO, and with which one.

    2.1.3   Formulate and manage the composition of teams to develop and review technical specifications.

    2.1.4   Coordinate with other SCION boards and committees (including the Advisory Board and TC Implementation) on the development and implementation of technical specifications.

    2.1.5   Review and approve SCION technical specifications.

2.2   The TC Standardization may define, develop and maintain its own series of standards.

3 - Membership

3.1   The membership of the TC Standardization is personal upon delegation by a Member Organization of the SCION Association. Membership shall be as follows:

    3.1.1   Voting Members - The SCION Association and each Founding, Supporter, and Community Member of the SCION Association shall be entitled to appoint one voting member.

    3.1.2   Non-Voting Members - Each Member organization of the SCION Association shall be entitled to appoint one non-voting TC member. Other SCION Association Committees may each also appoint one member. Members of the SCION Association's technical staff are also members whilst employed.

    3.1.3   Contributors - Individuals that are not affiliated with a SCION Member Organization may be invited by the Voting Members to participate in any or

selected aspects of the work of TC Standardization for a maximum of two years, subject to approval of the SCION Association Board of Directors. Contributors may not vote.

3.2   Existing members of the TC Implementation as of 1 January 2025 who cannot be appointed under the provisions of Article 3.1 may remain as voting members.

3.3   The SCION Association Board of Directors may grant the status of voting member to non-voting members for a term of two years. Voting members may petition the board for the granting of such a status.

3.4   Individuals appointed to the TC Standardization should have the necessary knowledge, skills and/or experience to participate in the technical specification process. Ideally, there should also be representation from a SCION software implementor, service provider, and customer on the TC Standardization.

3.5   Membership of the TC Standardization shall be terminated as follows:

3.5.1   In the event their Member Organisation terminates its membership of the SCION Association.

3.5.2   For those individuals with a 2-year term, when two years has elapsed.

3.5.3   Failure to attend at least one meeting per year without an explained absence.

4 - Governance

4.1   The TC Standardization shall appoint a Chair from amongst their numbers.

4.2   In the temporary absence of the Chair, another member may assume the position in accordance with whoever has served the longest continuous period.

4.3   The Chair shall be responsible for organizing the meetings, preparing and publishing the agendas, recording and publishing minutes, and performing other administrative duties as required. These responsibilities may be delegated to other TC Implementation members as necessary.

4.4   The TC Standardization shall meet at least once per year - which may be in-person or online. Additional meetings may be organized as required.

4.5   The date and time of each meeting should ideally be announced at least 28 days in advance, with agendas circulated at least 7 days in advance. Minutes should be circulated within 14 days of the meeting.

4.6   Meetings shall only be open to TC Standardization members, although other persons may be invited to participate in all or parts of the meeting as guests.

4.7   Decision making shall normally be through consensus, although failing this, there will be a vote in accordance with Article 3.1. Decisions shall be made by simple majority, with the Chair having a casting vote in the event of a tie. The quorum required for valid decisions shall be three votes (not including any casting vote).

4.8   The Chair is responsible for directing and coordinating the work of the TC Standardization. They are also responsible for liaising with the SCION Association Board of Directors, the SCION Association Advisory Board, and other SCION Association Committees.

4.9   The TC Standardization may form sub-committees or working groups to provide expertise and advice on specific aspects of its work. These should be activity focused, of limited duration, and include at least one member of the TC Standardization to lead the activities. Other participants need not be members of the TC Standardization.

4.10   The TC Standardization will have a mailing list (tc-standardization@scion.org) to facilitate communication amongst members.

5 - Specification Process

5.1   SCION technical specifications may follow one of two tracks, as agreed with the TC Standardization:

5.1.1   Publication as a SCION technical specification.

5.1.2   Submission through a recognised process of an external body (e.g. IETF). In this case, drafting and submission will follow the defined process of that body.

5.2   Technical specifications may be drafted by Members of the TC Standardization, SCION Association staff, or other agreed contributors. The SCION Association may also provide editorial support.

5.3   SCION technical specifications not submitted to an external body shall be approved for publication as follows:

5.3.1 Initial drafts will be reviewed by at least three Members of the TC Standardization - chosen for their expertise in the subject matter - who shall provide feedback on the document. This step may be repeated until the reviewers are satisfied with the content and quality of the document.

5.3.2 When a final candidate draft has been agreed, this shall be reviewed by the full TC Standardization who must agree whether it should be approved, or further revised.

5.3.3 When a technical specification is approved, it will be issued a version number and no further revisions may be made to the document.

5.3.4 Further changes to an approved specification must follow the same drafting and review process, and any revised document will be issued with a new version number.

5.3.5 Approved SCION technical specifications will be published on the SCION website and notified to the SCION Community.

5.4 SCION technical specifications submitted to an external body should follow this process:

5.4.1 The initial draft should be reviewed by at least three Members of the TC Standardization - chosen for their expertise in the subject matter - before first submission.

5.4.2 The TC Standardization shall be kept advised of progress and/or any significant updates to the document.

5.4.3 The TC Standardization must approve the final candidate draft before it is submitted to the external body for approval.

5.4.4 Where an external body requests or requires changes to an existing SCION technical specification, the TC Standardization must decide whether the revised specification should supersede the existing specification, or whether the external process is stopped and the existing specification prevails.

6 - Confidentiality

Members of the TC Standardization may be party to Confidential Information concerning any matters affecting or relating to the SCION Association or any of its Members. Each Member of the TC Standardisation must hold all Confidential Information received from the SCION Association in strict confidence and exercise reasonable levels of care to prevent disclosure to others, nor use it for any purpose other than the performance of his/her duties as a Member of TC Standardization.

7 - Intellectual Property

The ownership of any Intellectual Property created by a Member of TC Standardisation through the performance of his/her role shall remain with the Member. Notwithstanding this, each Member of TC Standardisation grants to the SCION Association a non-exclusive, irrevocable, fully paid-up, royalty-free, sub-licensable licence to all Intellectual Property and related Intellectual Property rights created through the performance of his/her role as a Member of TC Standardisation.