

Identity Ecosystem Steering Group Policy on Standards Handling

This policy describes how the Identity Ecosystem Steering Group (IDESG) will handle electronic versions of standards it undertakes to review for the Identity Ecosystem Framework (IDEF) Standards Registry. The IDESG's Standards Coordination Committee (SCC) will identify, evaluate, and publicly recognize standards developed by standards development organizations or the work product of other outside organizations, for listing as being acceptable to use in the IDEF. The standards handling policy is focused on what steps are necessary to protect the intellectual property rights of organizations that entrust review copies of their standards to the IDESG for consideration of adoption into the IDEF Standards Registry when the IDESG does not possess a license to re-distribute or maintain copies for on-going use or reference. Except as otherwise defined herein, all capitalized terms have the meaning set forth for them in the Bylaws and Intellectual Property Rights Policy of the IDESG.

Rules on IDESG Standards Handling

1. Any IDESG Member may request to participate in the Standards Review process and gain access to documents as stipulated by this policy; participation is at the discretion of the Standards Coordination Committee Chair.
2. Electronic versions of standards under review are to be shared only with IDESG members in good standing who have agreed to perform the review. Efforts should be made to limit the number of recipients to those necessary for conducting a successful review.
3. The Chair of the Standards Coordination Committee is responsible for maintaining a list of all those who receive electronic copies of the standards under review.
4. Standards Coordination Committee members participating in the review must agree to handle the documents according to the terms of the IDESG Standards Handling Policy.
5. Standards are to be sent electronically via email from the Chair directly to the individual Committee member, copying the IDESG Executive Director, and sent with a Read Receipt. Standards are not to be distributed via the IDESG email reflectors or posted to the IDESG Wiki.
6. Once standards have been used for their intended review purposes, recipients must delete all copies of the received electronic standards documents and email the Standards Committee Chair to confirm this action has been completed.
7. The IDESG Executive Director may keep an electronic copy of the standard for archival purposes.
8. The following shall be included in the email distributing the standards to the Committee Members:
 - a. A list of all the authorized reviewers/recipients;
 - b. The following language:

The following standards, [LIST STANDARDS], are being distributed to the members of the Identity Ecosystem Steering Group's (IDESG) Standards Coordination Committee so that they may be evaluated for inclusion into the Identity Ecosystem Framework's Standards Registry. The recipient agrees that the receipt, transmission, use, and disposal of these standards are governed by the IDESG Standards Handling Policy. By opening this email, the recipient accepts receipt of these documents, acknowledges that the included standards are the sole property of their originating standards development organization, [INSERT ORGANIZATION NAME], that permission to possess them is limited only for review purposes, and that the recipient is solely responsible for their safekeeping, and indemnifies the IDESG, its officers, and employees of any liability resulting from the recipients negligence or mishandling of the standards documents entrusted to them. In addition, the recipient acknowledges that no further distribution of the standards or use of any text is permitted, and that violation of these terms may result in legal action by the rights holder, as well as disciplinary and/or remedial action by the IDESG.