



OASIS - Artifact Naming Guidelines

Working Draft 08, 4 October 2004

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(This URL works, but does not meet these guidelines)

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Abstract:

This document contains a set of guidelines for naming artifacts such as specifications and schema definitions created by the technical committees of OASIS. The URLs and URNs specified are for future changes to the OASIS web site.

Status:

This document is a working draft.

If you are on the tab@lists.oasis-open.org list, send comments there. If not, send to the listed authors.

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1. Introduction (non-normative)

The Board of Directors of OASIS recognizes the need to establish a set of guidelines for naming artifacts, such as requirements documents, specifications, schema definitions, attribute identifiers, profile identifiers, etc., that are produced by OASIS technical committees (TC). This document describes these artifact naming guidelines.

TCs **MUST** name their specification documents according to these guidelines. TCs **MAY** choose, but are **NOT REQUIRED**, to use the guidelines for the naming of other artifacts.

These Guidelines come into effect upon receiving the approval of the OASIS Board of Directors. TCs are **NOT REQUIRED** to apply them retroactively.

This document is not intended to conflict with the Proposed Rules for OASIS Document File Naming Working Draft 02, Edited by Eve Maler [Proposed Rules].

Working Draft 6 of this document was sent to the OASIS Chairs mailing list for comment and discussion. This Working Draft 08 incorporates comments from the chairs list members, the OASIS TAB, and other sources, and will be circulated. We thank the participants in the Chairs list for their comments and suggestions.

The URN section is under construction and will be in the next circulated review draft, although there are some proposed examples in the non-normative examples in Section 6. When the URN section is completed, it will also be circulated.

We have included extended examples and a context-free grammar for artifact identifiers.

This document needs to be synchronized with the terminology in the approved OASIS Intellectual Property Rights Policy, which entered Member Review on 9 July 2004. Approval is expected in late 2004.

Certain terminology in this draft is from a draft of proposed OASIS Process Changes under consideration by the Board; we expect these changes to be final and be published later this year. The terminology used in this Working Draft is *not* that of the current OASIS TC Process.

These Guidelines will be synchronized with the Board-approved updates to the OASIS TC Process and the OASIS Intellectual Property Rights Policy and reissued later in 2004. We expect that the URLs and URNs will work with an evolved OASIS web site at the anticipated effective date of all of these changes at the end of 2004.

2. Notation (normative)

The key WORDS **MUST**, **MUST NOT**, **REQUIRED**, **SHALL**, **SHALL NOT**, **SHOULD**, **SHOULD NOT**, **RECOMMENDED**, **MAY**, and **OPTIONAL** in this document are to be interpreted as described in [RFC 2119].

This specification uses the following typographical conventions in text: *variable name*, `literal string`. Terms in ***italic bold-face*** are intended to have the meaning defined in Section 3 or in other normative OASIS documents, such as the TC Process and IPR Policy.

3. Definitions (normative)

Artifact – An individual work product of a Technical Committee, usually a document (specification, requirements, guidelines, etc) or a machine-readable file (such as an XML schema, DTD, etc).

Artifact Identifier – A string used to uniquely identify a particular **artifact**. These guidelines describe how to construct and (indirectly) how to parse **artifact identifiers**.

Contributor (as defined by the OASIS IPR Policy [IPR MR]) – The family name of the individual or individuals or the name of the organization or organizations that author a contribution. It SHALL contain only lower-case letters, digits, and underscore characters.

Prefix – A string prefix prepended to the **artifact identifier**.

The following definitions are in the order used in **artifact identifiers**:

Owner – In the case of an OASIS Standard, the string “oasis.” In other cases, the short name assigned by OASIS to the Technical Committee, with any hyphens changed to underscores. For example, “security” would represent the OASIS Security Services Technical Committee, and “ebxml_msg” would represent the ebXML Messaging Services TC.

Product – The name (or abbreviation) of a significant body of work undertaken by a TC. For example, the Security Assertions Mark-up Language (SAML) undertaken by the Security Services Technical Committee.

Version - A specification development stage that is formally designated by a number (typically in major.minor format, such as 1.0 or 2.3) for purposes of distinguishing levels of implementation and conformance by a public community of developers. An OASIS Standard is associated with a single **version** throughout its development and approval. For example, several products claim conformance to SAML version 1.0. Version numbers are at the discretion of the Technical Committee producing the specification, after consultation with OASIS staff.

Part - The name of a sub-part of a TC’s **product** (e.g. “core” or a profile).

ArtifactType – The type of the artifact. Here are some examples with their corresponding identifiers:

- Requirements – “requirements”
- Specification – “spec”
- Schema – “schema”
- Data model – “data_model”
- Attribute definition – “attribute”
- Conformance criteria – “conformance”
- Errata – “errata”

Note: No such list will ever be exhaustive. Oftentimes, committees will have to define their own special-purpose **artifacts**. It is recommended that artifact type identifiers be either well-accepted abbreviations (e.g. “spec”) or the full spelling. TC Charters are not part of this naming scheme.

Stage - A specification maturity level, as recognized by the OASIS TC process. The two stages requiring special levels of TC and membership approval are Committee Draft and OASIS Standard. Prior to becoming a Committee Draft, an artifact (usually a document) is known as a working draft and cannot be assumed to have TC approval or support. The following abbreviations SHALL be used:

- Contribution - co
- Working Draft – wd
- Committee Draft – cd
- Public Review Draft – pr

Committee Specification – cs

OASIS Standard – os

In the case of an individual or organizational submission, the value of **stage** SHALL either `co` or the string `co_` concatenated with the **contributor**.

Revision – The development **stage** of a working draft that is designated by a number in the form `nn` for purposes of distinguishing drafts under active TC development. An individual working draft typically goes through several revisions before becoming a Committee Draft or OASIS Standard.

Language – A two-letter abbreviation for language of the specification, conforming to [ISO 639]. In the case of OASIS Standards, per the OASIS Translation Policy, translations from the original language are not normative and are so marked. If not present, this component defaults to “en” (English).

Form - A particular presentation of an artifact. The same **revision** of an artifact might have several **forms**, particularly in the case where **artifacttype** is “spec”. Typically the distinguishing factor is the publication file format it uses, where the file extension indicates this information, for example, Adobe Acrobat (.pdf), HTML (.htm or .html), Microsoft Word (.doc or .rtf), OpenOffice.org (.sxw), XML schema definition (.xsd), and ZIP archives (.zip).

4. Common conventions (normative)

This section contains guidelines that are common to **artifacts** of all types.

Lowercase spelling is REQUIRED for all alphabetic characters in **artifact identifiers**.

The **revision** component SHALL be omitted from identifiers for OASIS Standards (where the **stage** is “os”).

In the case where an **artifact** is equally applicable to all of a TC’s work, the **part** component SHALL be omitted.

Hyphens MUST be used to separate the name components.

Within components, spaces MUST NOT be used. Hyphens SHALL NOT be used within the name components. It is RECOMMENDED to use underscore (“_”) if a separator is needed. See Character Set sections below.

If a document uses change bars or other change-tracking devices, then this MAY be indicated in the **revision**, for example, by extending the **revision** number with the string “_diff”).

5. Specific conventions

The following sections provide the naming guidelines for objects of specific types.

5.1 Artifact Identifiers (normative)

OASIS **artifacts** MUST contain their **artifact identifier** within the required OASIS metadata for or in the **artifact**. The following format SHALL be used for **artifact identifiers**:

owner-product-version-part-artifacttype-stage-revision-language.form

The **owner** component SHALL be either “oasis” in the case of an OASIS Standard or the “short form” acronym for the OASIS TC that manages the **artifact** with any hyphens changed to underscores. The **language** component is optional. The **form** component is optional and SHALL be used only for files, URLs, and URNs.

The literal hyphens in the **artifact identifier** are separators for the components, so if a component is optional there will not be multiple adjoining hyphens. Note the literal period between **revision** and **form**.

A draft non-normative context-free grammar for **artifact identifiers** is included in Appendix B.

5.1.1. Character Set for Artifact Identifiers

The **artifact identifier** SHALL be exclusively in the ASCII [ISO 8859-1] “Latin 1” character set, and SHALL use exclusively lower case alphabetic characters, digits, underscore, and hyphen.

5.1.2. Uniform Resource Locators

In the event that a TC chooses to use a hyperlink as an **artifact identifier**, the hyperlink SHALL be of composed by concatenating the **prefix**:

```
http://docs.oasis-open.org/owner/
```

with the **artifact identifier**. The **form** component MAY be included. However, for purposes of bibliographic citation, the **form** component MUST be omitted. Namespace declarations MAY use this class of **artifact identifier**. A namespace declaration MAY be a hyperlink to the schema definition document.

Note that in this case, the **owner** component is duplicated in the **prefix**.

5.1.3. Uniform resource name

THIS SECTION INTENTIONALLY DELETED FOR THIS WORKING DRAFT. An updated URN section will be circulated when completed.

5.2 Filenames (normative)

Artifacts may be contained in files. In which case, the associated filename SHALL be in the following form:

```
Owner-product-version-part-artifacttype-stage-revision.form
```

In the event that optional file packages are included, e.g. HTML documentation or specification parts, those files SHALL be contained in a single ZIP archive. The name of such a ZIP archive SHALL conform to these guidelines, but files included in such an archive that are not standalone OASIS documents MAY conform to these guidelines. Note the literal period between **revision** and **form**.

The **owner** component SHALL be either “oasis” in the case of an OASIS Standard or the acronym for the OASIS TC that manages the **artifact**. The **form** component is optional and MAY BE used only for filenames, URLs, and URNs.

5.2.1. Character Set for Filenames

The filename SHALL be exclusively in the ASCII [ISO8859-1] “Latin 1” character set, and SHALL use exclusively lower case alphabetic characters, digits, underscore, and hyphen.

Nothing in these guidelines precludes the creation of additional filenames in other character sets.

6. Examples (non-normative)

6.1 Scenario

In this hypothetical scenario, three OASIS members form a technical committee to provide guidance to all OASIS TCs. The short name for the committee, as assigned by OASIS TC Administration, is “guidance”. This TC is the **owner** of all deliverables except the completed OASIS standard; at that time, OASIS itself will become the **owner**.

The first **product** of the committee is to be guidance on “naming”.

There are two main **parts** to this work: the “guidelines” themselves and a set of “examples”.

The only **artifact** to be produced for each **part** is a specification (or “spec”).

The work progresses in a number of **stages**, in accordance with the OASIS standard development process. **Artifacts**, in this case specifications, undergo a number of **revisions** at each **stage**.

The committee produces two **versions**: **version** 1.0 is produced, then some errors are discovered and the committee releases a **version** 1.1 to correct those errors.

6.2 Detailed Example

Two companies have expertise they wish to contribute. Their names are “ABC Corp” and “XYZ Corp”.

They contribute input to the “guidelines” document and their contributions are named:

```
guidance-naming-1.0-guidelines-spec-co_abc_corp-01
guidance-naming-1.0-guidelines-spec-co_xyz_corp-01
```

The committee starts its work and develops its first requirements for the guidelines document. This document is named:

```
guidance-naming-1.0-guidelines-requirements-wd-01
```

The requirements go through a series of revisions before being frozen.

Then the committee produces a series of working draft documents, starting with revision 01:

```
guidance-naming-1.0-guidelines-spec-wd-01
guidance-naming-1.0-examples-spec-wd-01
```

And progressing to:

```
guidance-naming-1.0-guidelines-spec-wd-02
guidance-naming-1.0-examples-spec-wd-02
```

The editor produces alternate files of the 02 **revisions** that contain difference marks with respect to **revision** 01:

```
guidance-naming-1.0-guidelines-spec-wd-02_diff.pdf
guidance-naming-1.0-examples-spec-wd-02_diff.pdf
```

The group also develops a schema **artifact** and declares the namespace for the schema in the form of a URN:

```
urn:oasis:names:tc:guidance:naming:1.0:guidelines:schema:wd:02
```

These working drafts are not necessarily posted on the web site—They may exist only on the OASIS mail server and in participants' mail folders.

After several drafts, the committee performs a successful CD ballot and formats the final **revisions** of the working drafts as committee drafts, giving them the following names.

```
guidance-naming-1.0-guidelines-spec-cd-01  
guidance-naming-1.0-examples-spec-cd-01
```

Discussions ensue and result in two subsequent **revisions** to the committee draft, culminating in Committee Draft 3:

```
guidance-naming-1.0-guidelines-spec-cd-03  
guidance-naming-1.0-examples-spec-cd-03
```

Eventually, the committee agrees to submit this committee draft to public review:

```
guidance-naming-1.0-guidelines-spec-pr-01  
guidance-naming-1.0-examples-spec-pr-01
```

which are respectively at URLs

```
http://docs.oasis-open.org/guidance/guidance-naming-1.0-guidelines-spec-pr-01.htm  
http://docs.oasis-open.org/guidance/guidance-naming-1.0-examples-spec-pr-01.htm
```

The committee drafts enter a public review period, during which some significant issues are identified. Therefore, new CDs are produced:

```
guidance-naming-1.0-guidelines-spec-cd-04  
guidance-naming-1.0-examples-spec-cd-04
```

The public review ballot is repeated, with a successful outcome, and a second public review period is entered.

```
guidance-naming-1.0-guidelines-spec-pr-02  
guidance-naming-1.0-examples-spec-pr-02
```

which are respectively at URLs

```
http://docs.oasis-open.org/guidance/guidance-naming-1.0-guidelines-spec-pr-02.htm  
http://docs.oasis-open.org/guidance/guidance-naming-1.0-examples-spec-pr-02.htm
```

This time no significant comments are received. The committee issues committee specifications:

```
guidance-naming-1.0-guidelines-spec-cs  
guidance-naming-1.0-examples-spec-cs
```

which are respectively at URLs

```
http://docs.oasis-open.org/guidance/guidance-naming-1.0-guidelines-spec-cs.htm  
http://docs.oasis-open.org/guidance/guidance-naming-1.0-examples-spec-cs.htm
```

The TC submits the CS to the OASIS membership, and a member ballot approves the CS as an OASIS Standard. OASIS TC Administration issues (and is the **owner** of) the OS **artifacts**:

```
oasis-naming-1.0-guidelines-spec-os
oasis-naming-1.0-examples-spec-os
```

which are respectively at URLs

```
http://docs.oasis-open.org/oasis/oasis-naming-1.0-guidelines-spec-os.htm
http://docs.oasis-open.org/oasis/oasis-naming-1.0-examples-spec-os.htm
```

A native French speaker in the TC decides to translate the guidelines specifications into French. The result is non-normative (and is internally marked as such in accordance with OASIS policy):

```
oasis-naming-1.0-guidelines-spec-os-fr
oasis-naming-1.0-examples-spec-os-fr
```

which are respectively at URLs

```
http://docs.oasis-open.org/oasis/oasis-naming-1.0-guidelines-spec-os-fr.htm
http://docs.oasis-open.org/oasis/oasis-naming-1.0-examples-spec-os-fr.htm
```

Almost immediately, someone notices problems with the standard and the TC issues a set of errata. The TC, not OASIS TC Administration, owns the errata so the **owner** field is “guidance.” The first working draft of the errata for oasis-naming-1.0-guidelines-spec-os is:

```
guidance-naming-1.0-guidelines-errata-wd-01
```

which is at URL

```
http://docs.oasis-open.org/guidance/guidance-naming-1.0-guidelines-errata-wd-01.htm
```

The errata undergo a series of revisions. Eventually, the errata are collected and folded into a new draft that undergoes all the necessary **stages** of review and becomes a new **revision** (1.1) of the OASIS standard, including the guidelines

```
oasis-naming-1.1-guidelines-spec-os
```

which has at least two **forms** at two URLs:

```
http://docs.oasis-open.org/oasis/oasis-naming-1.1-guidelines-spec-os.htm
http://docs.oasis-open.org/oasis/oasis-naming-1.1-guidelines-spec-os.pdf
```

and the examples

```
oasis-naming-1.1-examples-spec-os
```

which has at least two **forms** at two URLs:

```
http://docs.oasis-open.org/oasis/oasis-naming-1.1-examples-spec-os.htm
http://docs.oasis-open.org/oasis/oasis-naming-1.1-examples-spec-os.pdf
```

6.3 Further examples

This section shows how various **stages** and **revisions** of **artifacts** should be named.

6.3.1. Naming of Public Review XACML Schemas

The second public review versions of XACML policy and context schema would be named:

```
access_control-xacml-1.0-policy-schema-pr-02  
access_control-xacml-1.0-context-schema-pr-02
```

which are respectively at URLs

```
http://docs.oasis-open.org/access_control/access_control-xacml-1.0-policy-schema-pr-02.xsd
```

and

```
http://docs.oasis-open.org/access_control/access_control-xacml-1.0-context-schema-pr-02.xsd
```

6.3.2. Naming of a SAML Schema and Profile

The first CDs of the SAML core schema and X.509 profile specification would be named:

```
security-saml-2.0-core-schema-cd-01  
security-saml-2.0-x509_profile-spec-cd-01
```

which are respectively at locations

```
http://docs.oasis-open.org/security/security-saml-2.0-core-schema-cd-01.xsd  
http://docs.oasis-open.org/security/ security-saml-2.0-x509_profile-spec-cd-01.htm
```

The OASIS Standard for these two specifications would be named:

```
oasis-saml-2.0-core-schema-os  
oasis-saml-2.0-x509_profile-spec-os
```

which are respectively at URLs

```
http://docs.oasis-open.org/oasis/oasis-saml-2.0-core-schema-os.xsd  
http://docs.oasis-open.org/oasis/oasis-saml-2.0-x509_profile-spec-os.htm
```

6.3.3. A Schema Definition Working Draft

The first working draft of the schema definition file for the timestamp token project within the OASIS Digital Signature Services Version 1.0 technical committee would be named:

```
oasis-dss-1.0-timestamp_token-schema-wd-01
```

and would be at URL

```
http://www.docs.oasis-open.org/dss/dss-1.0-timestamp_token-schema-wd-01.xsd
```

7. References

[IPR MR] OASIS IPR Policy, Member Review Draft, July 2004.

[RFC 2119] S. Bradner. Request for Comments 2119, *Key words for use in RFCs to Indicate Requirement Levels*. IETF (Internet Engineering Task Force). 1997.

[RFC 3121] K. Best, N. Walsh. Request For Comments 3121, *A URN Namespace for OASIS*, June 2001.

[ISO 14977] ISO/IEC 14977:1996(E) Information Technology—Syntactic Metalanguage—Extended BNF, 1996.

[ISO 639] ISO 639-1:2002 *Code for the representation of the names of languages*, 2002

[ISO 8859-1] ISO/IEC 8859-1:1998 *Information technology -- 8-bit single-byte coded graphic character sets -- Part 1: Latin alphabet No. 1* [Latin 1 Character Set], 1998.

[Proposed Naming] E. Maler, Editor. *Proposed Rules for OASIS Document File Naming Working Draft 02*, <http://www.oasis-open.org/spectools/docs/chairs-filenaming-02.html> , February 2003.

Appendix A. Revision History

Revision	Date	By whom	What
WD 01	12 Sep 2003	Tim Moses	Initial draft
WD 02	10 Oct 2003	Tim Moses	Introduced the product component. Introduced the urn convention. Introduced the hyperlink prefix .
WD 03	1 Mar 2004	Tim Moses	Incorporated comments from Eduardo
WD 04	4 Apr 2004	Tim Moses	Incorporated decisions of the TAB meeting on 2 April 2004.
WD 05	9 Jul 2004	William Cox	Incorporated comments from TAB email and discussion, prior to broader publication within OASIS.
WD 06	9 July 2004	Chris Ferris	Why are we calling these things "objects". That term carries way too much baggage. Artifact or document would be preferable, Also added in some editorial tweaks. Name change for document. Should it go back to WD1?
WD 07	23 September 2004	William Cox, Tim Moses, Chris Ferris	Added extensive examples. Added a context-free grammar and ensured that the grammar and document were reasonably consistent. Changed all occurrences of "document" to "artifact." Numerous editorial clarifications and changes.
WD 08	4 October 2004	William Cox	Pulled URN section pending update. Updated Introduction and the document as a whole for recirculation to the Chairs list. Added note about anticipated effective date. Alas, the editorial changes are so pervasive that a diffmarked version with respect to WD 06 is not very useful.

Appendix B. Draft Context-Free Grammar for Artifact Identifiers (non-normative)

The following context-free grammar conforms to [ISO 14977], also known as EBNF. This grammar is incomplete and may contain errors. The normative statements in this document control.

There are also style issues, e.g., a component is defined as composed of one or more NAMECHARs, which are in turn lower case alphabetic, digits, and underscores. Thus “_1_2_3_4_” is a valid name, but not a very readable one.

```
ArtifactId = Owner,
            '-', Product,
            '-', Version,
            ['-', Part],          (* Part optional if applies to all of TC's work *)
            '-', ArtifactType,
            '-', Stage,
            ['-', Revision],     (* Revision not permitted for os *)
            ['-', Language],     (* always optional, defaults to 'en' *)
            ['.', Form];        (* used only for filenames *)

Owner      = 'oasis' | TCAcronym;

Product   = NAMECHAR+;

Version   = Major, '.', Minor;

Part      = 'core' | 'profile' | NAMECHAR+;

ArtifactType = 'requirements' | 'spec' | 'schema' | 'data_model'
              | 'attribute' | 'conformance' | NAMECHAR+;

Stage     = 'co' | 'wd' | 'cd' | 'pr' | 'cs' | 'os' | Contributor;

Revision  = DIGIT+, ['_diff'];

Language  = LOALPHA, LOALPHA;

NAMECHAR  = LOALPHA | '_';
LOALPHA   = 'a' | 'b' | 'c' | 'd' | 'e' | 'f' | 'g' | 'h'
          | 'i' | 'j' | 'k' | 'l' | 'm' | 'n' | 'o' | 'p'
          | 'q' | 'r' | 's' | 't' | 'u' | 'v' | 'w' | 'x'
          | 'y' | 'z';

DIGIT     = '0' | '1' | '2' | '3' | '4' | '5' | '6' | '7' | '8' | '9';
FORM      = 'pdf' | 'xsd' | 'doc' | 'txt' | LOALPHA+; (* perhaps add DIGIT ? *)
Major     = DIGIT+;
Minor     = DIGIT+;
Contributor = 'co_', NAMECHAR+;          (* the Contributing Party's name(s) or abbr(s) *)
TCAcronym = NAMECHAR+;
          (* e.g. security, wss, wsrp, ebxml-msg but repl hyphens by underscore *)
```