

1 **OASIS Rules of Procedure**  
2 **for**  
3 **\_\_\_\_\_ Member Section**  
4 **\_\_ Jan 2007**  
5  
6

7 **(a) The name of the Member Section**

8 [Member Section names may not contain trademarks not owned by OASIS, and may not be  
9 confusing with other OASIS Member Sections or TC names not affiliated with the Member  
10 Section.]  
11  
12

13 **(b) The Member Section statement of work**

14 [This is the planned general area of work to be addressed by TCs that affiliate with this Member  
15 Section over the lifetime of the Member Section.]  
16  
17

18 **(c) The rules for electing new Steering Committee Members**

19 [This includes any restrictions on who may be a member of the Steering Committee. This  
20 section must specify how the Steering Committee is constituted from any combination of the  
21 following choices:

22 (i) at-large positions selected by elections among all the Qualified Electors,

23 (ii) TC representatives selected using open elections within each TC affiliated with the  
24 Member Section,

25 (iii) designated positions reserved for representatives chosen by specific industry  
26 associations, or

27 (iv) designated positions reserved for representatives from a specific constituency elected  
28 through an open process.

29 This section also must define the the length of term of those on the Steering Committee (either  
30 one-year or two-year terms) and which portion of the Steering Committee members are elected  
31 in annual elections (for one-year terms all elected positions are elected for one-year terms, or  
32 for two-year terms approximately half of the elected positions are elected for two-year terms).  
33 Vacancies for elected seats on the Steering Committee must be filled by special election if the  
34 newly elected member will serve for at least six months, otherwise the position will remain  
35 vacant until the next annual election. All members of the Steering Committee must be and  
36 remain members of the Member Section, in order to be elected and serve. The election of open  
37 seats on the Steering Committee should be conducted using Single Transferable Voting (which  
38 is a ranked voting method), once OASIS tools support this. The RoP must also specify who is  
39 allowed to cast a ballot (e.g. who can be a Member Section Qualified Elector), and how the  
40 Qualified Elector is designated.]  
41

42  
43  
44  
45  
46  
47  
48  
49  
50  
51  
52  
53  
54  
55  
56  
57  
58  
59  
60  
61  
62  
63  
64  
65  
66  
67  
68  
69  
70  
71  
72  
73  
74  
75  
76  
77  
78  
79

**(d) The initial makeup of the Member Section Steering Committee**

[The Steering Committee must consist of an odd number of committee members (minimum 3). This section of the ROP will state the initial terms of the designated Steering Committee members, either all for one year terms, or maximum two year terms (with approximately half for two years and the remaining for one year), until elections are held.]

**(e) The process for changing the number of Steering Committee members**

[The ROP must include provisions for expanding and contracting the number of Steering Committee Members during the life cycle of the Member Section. The Steering Committee must consist of an odd number of committee members (minimum 3), unless a vacancy exists for less than six months.]

**(f) The funding model (if any) for the Member Section**

[Member Sections optionally may propose in their ROP that a portion of dues of OASIS Members who choose to associate themselves with the Member Section be retained as operating funds for the Member Section. Any proposed funds allocation percentage must be agreed upon by the OASIS President. The uses and expenditures of such funds must be in accordance with the rules prescribed in this Policy. If dues allocation is proposed for this Member Section, the proposers of the Member Section must provide a budget, and work with OASIS Staff to create an analysis of the financial impact of dues allocation on the OASIS general fund in advance of the Board's approval of the ROP, in order to help the Board make an informed decision.]

**(g) Any provisions that apply to affiliated OASIS Technical Committees**

[The ROP must specify (i) the allowable IPR Mode and Language of Choice to be included in Charters of Affiliated TCs, and (ii) any Member Section-wide TC Charter requirements. Additional TC requirements may be specified within a Member Section Rules of Procedure for inclusion within a TC's Charter by Technical Committees affiliated with a Member Section, as long as they do not conflict with requirements of the OASIS Technical Committee Process, the Bylaws of OASIS or other policies adopted by the OASIS Board of Directors.]

**(h) Any other provisions**

[The ROP may specify additional provisions that are not prohibited by this policy. Examples may be standing rules for the Member Section Steering Committee.]