Open Compute Project (OCP) Governance

Effective June 1, 2023

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Change History

No.	Name	Date	Comments
1.	Rajeev Sharma	01/29/2020	Added first two paragraphs in 2. Software Project Creation
2.	Archna Haylock	3/23/2020	Archna added Participation/Contribution section
3	Bill Carter	4/15/2020	Added Community Specification License, defined projects, and sub-projects, added termination phase to SW projects. Various format cleanup that impact the ToC generation.
4	Jessica Gullbrand	4/28/2020	reviewed document, made spelling corrections, and added comments
5	Archna Haylock	5/18/2020	Added section on OCP Product recognition. DJ wanted to add a new contribution category "Requirements Documents"
6	Archna Haylock	6/5/2020	Termination section to HW Project Reference doc section to contribution credit matrix
7	Archna Haylock	6/24/2020	Add (f) under Special Circumstances for SPLs.
8	Archna Haylock	9/8/2020	Added Github CLA link, Added Section for Software Sub-Projects
9	Archna Haylock	02/21/2021	Removed "no code contribution accepted" from early stage in SW Project Phases (Sec 2a).
10	Archna Haylock	6/9/2021	Added: - Sec 2 General Behavior within the OCP Community - Sec 4 Contribution Development Process - Sec 5 Final Contribution Submission Process Updated:

			Sec 6 Application for OCP Recognition Program - Added Graphics to HW Projects - Added Graphics - Updated Software Projects - Sec 2 Directories and Licenses - Sec 3 Quality - Deleted SW Sub-Project Phases - Volunteer Leadership - Amended Policies and Process
11	Rob Coyle, Michael Schill	04/05/2023	- OCP Project Lifecycles added - Formatting / grammar changes - Defined acronyms at least once per section - Aligned tone throughout document - Replaced bullets for better identification - Updated Tenets
12	Rob Coyle, Michael Schill	05/15/2023	Updated: Non-Spec Document approval process, OCP Ready™ facility recognition process.

Purpose

This Governance document serves to provide clarity to the OCP Community on the following items:

- Participation and Contribution to a Project/Sub-Project Community
- Hardware Project Creation and Maintenance
- Software Project Creation and Maintenance
- Requirements and Process for Volunteer Leadership
- OCP's latest Policies and Procedures

In the case of any conflict between the OCP Bylaws and this Governance document or any supporting documents, the OCP Bylaws will govern. In the event of a conflict among any of the other OCP Governance Documents, including but not limited to the Membership Agreement, the Tiered Membership Requirements and Benefits Policy, the Membership Logo Terms and Conditions, the Solution Provider Agreement, Colo Solution Provider Agreements or the Certification Mark License Agreements, the other agreement will govern, not this Governance document.

Only OCP Foundation Staff can modify or amend this Governance document. All other suggestions for change must be brought forward to OCP Staff and OCP Foundation Staff will apply those changes upon their discretion.

This Governance document is subject to change without notice.

Participation and Contribution to a Project/Sub-Project Community

1. Process for Participation

OCP encourages everyone to participate in a Project or Sub-Project community. A current list of the Projects and Sub-Projects can be found on the OCP website.

The OCP Community requires a process by which the project communities can govern themselves with oversight from the OCP Foundation. This process must abide by the OCP Intellectual Property (IP) Rights Management Policy and the OCP Bylaws. Any deviations must be approved by the OCP Foundation and potentially, the OCP Board.

Anyone, even non-members, can participate in the OCP Community via subscribing to an OCP Project/Sub-Project Mailing List, joining a project call, attending a meeting, workshop or meetup or attending an OCP Summit. These calls are open to everyone and are recorded. No confidential information should be shared and the recordings of the calls are hosted on the Project/Sub-Project's wiki page and are made available to the public.

2. General Conduct within the OCP Community

a. OCP Pledge

We as members, contributors, and leaders pledge to make participation in our community a harassment-free experience for everyone, regardless of age, body size, visible or invisible disability, ethnicity, sex characteristics, gender identity and expression, level of experience, education, socio-economic status, nationality, personal appearance, culture, race, religion, or sexual identity and orientation.

We pledge to act and interact in ways that contribute to an open, welcoming, diverse, inclusive, and healthy community.

b. OCP Code of Conduct

This code of conduct applies to all spaces managed by OCP. This includes our website, the Wiki pages, OCP GitHub, the mailing lists, the project community calls, workshops, webinars or events, social media communities, and any other forums created by the Foundation or Project Leadership which the community uses for communication and exchange of information. In addition, violations of this code outside these spaces may affect a person's ability to participate within them.

If a participant believes someone is violating the code of conduct, The Foundation asks that it be reported immediately by emailing conduct@opencomputeproject.org.

a. **All participants must be friendly and patient.**

b. **All participants must be welcoming.** The OCP Community strives to be a community that welcomes and supports people of all backgrounds and identities. This includes, but is not limited to members of any race, ethnicity, culture, national origin, color, immigration status, social and economic class, educational level, sex, sexual orientation, gender identity and expression, age, size, family status, political belief, religion, and mental and physical ability.

c. **All participants must be considerate.** The work will be used by other people, and the work in turn will depend on the work of others. Any decision that is made will affect users and colleagues, and participants should take those consequences into account when making decisions. This is a world-wide community, so communication might not be done in someone else's primary language.

d. **All participants must be respectful.** Not everyone will agree all the time, but disagreement is no excuse for poor behavior and poor manners. It's important to remember that a community where people feel uncomfortable or threatened is not a productive one. Participants of the OCP Community should be respectful when dealing with other participants as well as with people outside the OCP Community.

e. **All participants must be careful in the words that they choose.** This is a community of professionals, and professional conduct is key to success. Insults or shaming of other participants, harassment and other exclusionary behavior are not acceptable. This includes, but is not limited to:

- Violent threats or language directed against another participant.

- Discriminatory jokes and language.

- Posting sexually explicit or violent material.

- Posting (or threatening to post) other participant's personally identifying information ("doxing").

- Personal insults, especially those using racist or sexist terms.

- Unwelcome sexual attention.

- Advocating for, or encouraging, any of the above behavior.

- Repeated harassment of others. In general, if someone asks you to stop, then stop.

f. **Disagreements are the perfect opportunity for growth and learning lessons.** Disagreements, both social and technical, happen all the time and the OCP Community is no exception. It is important that disagreements are resolved constructively, and differing views are shared professionally. The strength of OCP comes from its varied community, people from a wide range of backgrounds. Different people have different perspectives on issues. Being unable to understand why someone holds a viewpoint doesn't mean that they're wrong. Instead, focus on helping to resolve issues and learning from mistakes.

c. Enforcement Responsibilities

Volunteer Leaders, along with the OCP Foundation Staff, are responsible for clarifying and enforcing our standards of acceptable behavior and will take appropriate and fair corrective action in response to any behavior that they deem inappropriate, threatening, offensive, or harmful.

Volunteer Leaders, together with the OCP Foundation Staff, have the right and responsibility to remove, edit, or reject comments, commits, code, wiki edits, issues, and other contributions that are not aligned to this Code of Conduct, and will communicate reasons for moderation decisions when appropriate.

d. Scope

This Code of Conduct applies within all community spaces, and also applies when an individual is officially representing OCP in public spaces. Examples of representing our community include using an official email address, posting via an official social media account, or acting as an appointed representative at an online or offline event.

e. Enforcement

Instances of abusive, harassing, or otherwise unacceptable behavior may be reported to the Volunteers Leaders. The OCP Foundation will be responsible for enforcement.

All complaints, whether reported via email or in person will be reviewed and investigated promptly and fairly.

All Volunteer Leaders or OCP Foundation Staff are obligated to respect the privacy and security of the reporter of any incident.

3. Types of Contributions

To contribute to the Open Compute Project requires membership. Contributions can be made by a single corporate member or individual, or jointly with one or more members. OCP considers the following as contributions (an updated list can be found on the OCP website):
- Hardware Specifications
- Design Package for Hardware
- White Papers using OCP Solutions (Hardware and/or Software)
- Case Studies using OCP Solutions (Hardware and/or Software)
- Reference Architectures using OCP Solutions (Hardware and/or Software)

- Tested Configurations utilizing OCP Solutions (Hardware and/or Software)
- Embedded Software/Source Code (in relation to hardware such as firmware, management profiles, networking software, APIs, etc.)
- Product/Facility recognized as OCP Accepted™, OCP Inspired™ and OCP Ready™
- Reference Documents detailing best practices, recommendations for use of OCP Solutions in an given infrastructure
- Customer testimonials or videos using OCP Solutions (Hardware and/or Software)

4. Software-specific Contribution Guidelines

The Software Project accepts contributions via GitHub pull requests. The following section outlines the process for merging contributions to the source code and the spec.

a. Issues

Issues are used as the primary method for tracking anything to do with the source code and specification repository.

b. Issue Types

For the source code contributions, the issue types could be any of the following:

- Sub-task: This is the sub-task of an issue. In a logged issue, there can be different tasks to resolve, which are called sub-tasks.
- Bug: A problem that impairs or prevents the functions of the product.
- Epic: A big user story that needs to be broken down.
- Improvement: An improvement or enhancement to an existing feature or task.
- New feature: A new feature of the product, which is yet to be developed.
- Task: A task that needs to be done to achieve the team's goal.

5. Contribution Development Process

Members should follow the following steps to develop a contribution within the OCP Community:

- Members must fill the requirements and sign the appropriate license for the contribution via the OCP Contribution Portal.
  - Single Party Specification: The member company must sign a Contribution License Agreement (CLA) if contributing a Hardware Specification or Software Specification to OCP. Members can select either the OCP CLA or the Open Web Foundation (OWF) CLA. The CLA must be in place prior to presentation of any concepts to the OCP Community. All specifications must use the latest OCP Specification Template (available on the OCP website).
  - Multi-Party Specification: All authors of the specification or those contributing Intellectual Property (IP) to the specification must sign the CLA. They must sign the exact same CLA. This CLA must be in place prior to presentation of any concepts to the OCP Community. All specifications must use the latest OCP Specification Template (available on the OCP website).
  - For Document or Video contributions, contributors can select either the Creative Commons License (CC04 ShareAlike Attribution License), the OCP Copyright License Agreement (CRLA) or an OCP approved copyright license agreement. All documents must use the OCP Document Template and in accordance to the OCP Document Submission Guidelines.
  - For Software Contributions (such as system management tools, system firmware, test & validation suite etc.), all contributors must be members, and all must sign a Software CLA for software specifications. Contributors are made into a repository in the OCP GitHub and follow an OSI approved license for any source code submitted. All contributions must be affiliated with an active OCP Project or Sub-Project. The repository must include information on contributors, committers, maintainers, description of the contribution, relevance to OCP, and high-level architecture details.

- Potential contributors must present the contribution to the Project community (either on a call, workshop, meet up or Summit) prior to final submission. If a member is unclear about which Project community they should present to, the Foundation can provide direction and facilitate the introduction. This stage is meant to raise awareness and gather feedback.
- Feedback from the Community (optional)
    - For specifications, the contributor(s) may gather input from the OCP Community. If this feedback contains IP, the authors will need to get permission to include this in the contribution. The company providing the feedback may elect to sign the same CLA and become an active contributor, providing the lead company or companies approve of this inclusion. If the feedback does not contain IP, then the contributors may elect to credit the company or companies in the specification.
    - For document submissions, authors may gather input from the OCP Community. If that feedback is substantial, the authors may want to include new a company or companies as additional authors. The new company or companies will need to sign same copyright license agreement. If the feedback is relevant but not substantial, the authors may elect to credit the company or companies in the document.
    - For software, initial contributor(s) may gather feedback from the [OCP Project](#) community. If features or functions are suggested, the contributors should decide if they want to incorporate these functions and its impact on the timeline.
- All non-confidential Work in Progress (WIP) documents, concept presentations, un-approved contributions and interim specs may be published on the wiki page for the respective Project/Sub-Project. This is for awareness and for distribution to a wider community.

6. Final Contribution Submission Process

When the final contribution is ready for submission, here is the process to follow:
    - Final Specifications: All contributors must also sign a Final Specification Agreement (OWFa1.0) if using the Open Web

Foundation Contribution License Agreement (CLA). The Foundation can help with getting these documents assembled and distributed. If using the OCP Contribution License Agreement (CLA), then the Hardware License of choice must be declared in the Final Specification document. The Final Specification document may not contain any redlines or comments.

- ○ Final Design Packages: Design Packages must be uploaded into the Contribution Portal. All the contributors must sign a Final Specification Agreement (OWFa1.0) if using the Open Web Foundation CLA. If using the OCP CLA, then the Hardware License of choice must be declared in the readme file of the design package. All files must not be PDFs but original files.
- ○ Final Documents: Once the final document is ready for submission, all the authors must have signed the Copyright License Agreement or have jointly declared the Creative Commons v4.0 License (CC04) license in the license portion of the document. The final document must not contain any redlines or comments. Final documents are not required to be approved by the Incubation Committee. Final documents need the approval of the project leads, the endorsement of the Incubation Committee representative of the originating project, followed by final approval by the OCP Foundation.
- ○ Final Software Contributions: There must be at least 2 code committers to any OCP GitHub repository. Maintainers.md must have information of maintainers to manage the current code and any futures of these revisions. Code must be able to compile. The executables/binaries must be error-free and must be well tested/validated/documented prior to IC review. All architectural documents and supporting information must be in their final form (no redlines or comments). Proper Open Source Initiative (OSI) licensing must be in place and documented in the [OCP GitHub](#) repository. Optionally, a proposal for the initial Technical Steering Committee may be made to the IC.
- ● The Project Community and the Project Leads (PLs) will review the contribution (specification, design package, software or documents) for completeness and deem it relevant. The PLs may also request the same presentation be made to other Project Communities for awareness.

- The Contribution Portal is updated.
- The Incubation Committee Rep will further endorse the contribution.

IC Review and Vote:
- White paper contributions are not required to follow the IC Review and Vote process. Alternatively, white papers may be reviewed by the IC representative for the associated project along with project lead(s) and then approved by OCP and placed in the [OCP Contribution Database](#).
- Contributors must present the contribution to the OCP Incubation Committee (IC) either in an IC call or via email (threads should be started by OCP Staff). Please work with the OCP Staff to be included in the OCP IC Meeting agenda. The IC meets on the first Thursday of every month (some exceptions may apply).
- All Contributors, together with the PLs/SPLs who are responsible for this contribution, should attend the IC Meeting. The Contributors can present Appendix A and can use the Spec itself to give an overview. Alternatively, a presentation can be made to showcase how the contribution meets 4 out of 5 OCP Tenets and other requirements for spec approval (product availability within 120 days, publicly available for sale, etc.) as detailed in the [OCP Contribution Portal.](#) Software contributions must demonstrate relevance to OCP and must provide a use-case for the Software.
- The IC will review and vote on each relevant contribution. Upon reaching a majority vote for approval, the contribution will be approved by OCP and be placed in the [OCP Contribution Database](#) or the [OCP Github](#) directory.
- Contribution credits are given to each member accordingly by the Foundation. This Contribution Process is provided in more detail in our OCP Contribution video and on our website.

7. Applying for OCP Recognition Program

For recognition programs OCP Accepted™, OCP Inspired™ and OCP Ready™, the appropriate certification mark can only be issued by the OCP Foundation after the following supporting documentation is submitted:

OCP Accepted™ Products:

These products are recognized as OCP Accepted™ when all of the following criteria has been met:

- The Member Company can validate that the product is based on a specification that has been approved by the OCP IC and is available for download in the [OCP Contribution Database](#).
- The Member Company completes Appendix B-# in the base specification and the [Supplier Requirements Checklist.](#) The Supplier Requirements are subject to change on an annual basis. Additional requirements may be needed (Firmware, security profile, BMC source code, etc). OCP Staff and Project leads will be able to assist with any questions.
- The Member Company can validate that the product's complete design package (as defined by OCP) has been approved by the OCP IC and is available for download in the [OCP Contribution Database](#). If the Member Company is submitting the Design Package themselves, they must follow it according to the process in Section 4 above prior to applying for OCP Accepted™ Product recognition.
- The Member Company must complete the [Solution Provider Assessment](#) on an annual basis.
- The Member Company must sign the appropriate legal documents for the OCP Accepted™ certification mark and the [Solution Provider program](#).
- The Member Company must maintain support for this product on their website for the whole term of the [Solution Provider Agreement.](#)
- The Member Company may renew the certification on an annual basis by completing the renewal portion of the [Solution Provider Assessment](#) and presenting this to the Foundation for continued consideration.
- If Member Company is a Solution Provider, their product(s) will be published on the [OCP Marketplace](#).

OCP Inspired™ Products:

These products are recognized as OCP Inspired™ when all of the following criteria has been met:

- The Member Company can validate that the product is based on a specification that has been approved by the OCP IC and is available for download in the [OCP Contribution Database](#).

- The Member Company completes Appendix B-# in the base specification and the [Supplier Requirements Checklist.](#) The Supplier Requirements are subject to change on an annual basis. Additional requirements may be needed (Firmware source code or binaries, security profile, BMC source code or binaries, etc). OCP Staff and Project leads will be able to assist with any questions.
- The Member Company must complete the [Solution Provider Assessment](#) on an annual basis.
- The Member Company must sign the appropriate legal documents for the OCP Inspired™ certification mark and the [Solution Provider program](#).
- The Member Company must maintain support for this product on their website for the whole term of the [Solution Provider Agreement](#)
- The Member Company may renew the certification on an annual basis by completing the renewal portion of the [Solution Provider Assessment](#) and presenting this to the Foundation for continued consideration.
- If Member Company is a Solution Provider, their product(s) will be published on the [OCP Marketplace](#).

OCP Ready™ Facilities:

These sites are recognized as OCP Ready™ when all of the following criteria has been met:

- The Member Company can validate that the facility at a given address has met the [Colocation Facility Guidelines for Deployment of Open Racks](#) and has completed the [OCP Ready™ Colo Site Assessment.](#)
- The Member Company must sign the appropriate legal documents for the OCP Ready™ certification mark and the Colo Solution Provider program.
- The Member Company must maintain support for this facility on their website for the whole term of the Colo Solution Provider Agreement.
- The Member Company may renew the certification on an annual basis by completing the renewal portion of the [OCP Ready™ Colo Site Assessment](#) and presenting this to the Foundation for continued approval.
- If a Member Company is a Colo Solution Provider, their facility or facilities will be published on the [OCP Marketplace](#).

Any good faith dispute arising out of OCP's denial of an application for certification or recertification of a data center in the OCP Ready™ Facility Recognition Program shall be brought to the attention of the Leadership (i.e., the Foundation CTO and relevant Directors/VPs) via email. The Foundation Leadership will attempt to resolve such a dispute with the member via email/phone/in person meetings. If the Foundation and member cannot resolve the issue through such communications, the Foundation, along with the participating member will bring it forward to the Incubation Committee ("IC") during the monthly IC meeting.

The IC will review the case and will have 10 business days from the monthly IC meeting at which the issue was brought to its attention to respond with comments/feedback. The issue will move to a vote by the IC. Any members of the IC who are either (a) affiliated with the member bringing the dispute or (b) appointed by the Foundation, will not participate in the vote. The IC will vote on whether the member's certification or re-certification application is approved or denied, and the outcome of the vote will determine the matter. The member will be notified of the outcome by email within 2 business days of the vote. The decision of the IC shall be binding on both the member and the Foundation.

Projects

1. Introduction

Open-source Projects can be led by contributors, code committers, and technical steering committees. Projects are administered by the OCP Foundation and the IC, which has reviewed and adopted (by majority vote) the Project charters and its governance policy (if applicable).

This governance model is based on the best practices and values of the open-source culture and pursues the goals set by the OCP Foundation.

Each Project shall author a Project Charter that shall be accepted by a majority vote of the IC.

2. Charter and Scope of the Project

1. The approved charter of a Project shall be published on the OCP website under its corresponding Project web page.
2. The scope of the Project shall include software development under an OSI-approved open-source license.
3. The specifications must be under the "OCP Software Contributor License Agreement."

3. Definition

There are two types of Projects within the Open Compute Project Community:

Project (top-level) - A topic that is unique in charter and not related to an existing project can be created by the IC and hold the same stature as existing Projects (i.e. Server, Storage, Rack & Power, or Networking) This is referred to as a top-level project. Top-level projects have a representative chosen to serve on the IC committee and represent the project.

Sub-Project - The purpose and expected outcomes of these groups are related to an existing Project (top-level). In these groups, the sub-projects share aspects of the parent project's charter.

4. Project Phases

To encourage consistency and accessibility the OCP Foundation has created the following guidelines and governance. OCP will recognize a Project in four phases.
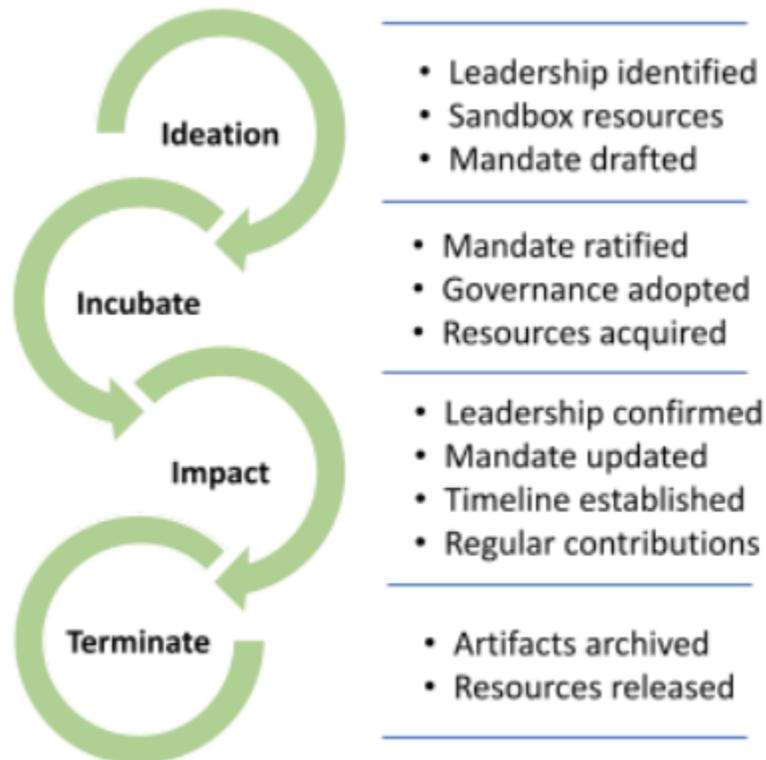
a. Ideation Phase

Early-stage Projects are those that are just getting started and require minimal resources. In this Ideation Phase, projects foster collaborative development and a deeper alignment with other OCP Projects.

Some of the examples are:

- New projects that are likely to extend the features and functionalities of existing OCP Projects (such as Open System Firmware (OSF), Security, etc.).
- Independent projects that fit within OCP's core mission to support innovative technologies (i.e. Internet of Things, 5G, Machine Learning/Deep Learning, blockchain etc..) on open hardware platforms.

Expectations

It is recommended that participating members must handle Projects in Ideation Phase with extra care, since these early-stage Projects have not yet adopted project level governance requirements. Leaders from these participating members are assigned to manage and track these Projects. These Projects will be reviewed every 6 months by the OCP Foundation and the Project Owners. The outcome of the review process will determine if the Project is ready to be moved to the next stage, which is the Incubation Phase.

b. Incubation Phase

The Incubation Phase shall allow the OCP community to build support, formally identify Project leadership, enlist new collaborators and committers and adopt a governance policy (if applicable). A Project enters into the Incubation Phase when the following criteria is met:

Steps	Criteria for Completion
Recognized Need	Formal recommendation is made to IC or Foundation Staff.
Structure (Software Only)	- A repository with the name of the Software Project must exist in the OCP GitHub account that will have source code. - A separate repository with the name of the Software Project must exist in the OCP GitHub account that will have software specs documents associated with the project.
License (Software Only)	Proper licensing assignments of source code and the software specifications (if applicable) are identified in the repository.
Support (Software Only)	Min of 1 OCP Corporate Member that is the code committer to the repository. This member is considered the key stakeholder.
Tenets	Project meets 4 out of the 5 OCP Tenets, must include Sustainability Tenet

Leadership	Corporate Member(s) who are identified as Volunteer Leader(s) to serve as Project Lead (PL). Foundation Staff Member has been identified to serve as an interim IC Rep.
Approval	Review of all of the above criteria and below supports a plan by the IC and Foundation The OCP Board has provided their formal approval to create a Project as an Incubation Project.

OCP Foundation Staff, PL(s) and key stakeholders will create a support plan for the Incubation Project to include the following:

1. Resource allocation/development time
2. Feature & functional requirements and their prioritizations leveraging agile methodologies
3. Infrastructure to support the project
4. Marketing investment to ensure that the project gains support and contributors after launch.

Software Project Specific Requirements

- Record all bugs reported and regular triage meeting notes in the OCP GitHub.
- Regular code reviews, accepting OCP GitHub pull requests, the maintainers will have the option to choose the code review team and acceptance criteria.
- Selection of automated test tools to execute test harnesses and produce subsequent test reports.
- Verification of the quality of the code. Irrelevant source code will lead to a credibility disaster in the open-source community
- OCP GitHub Repository must not include trade secrets in the code comments.
- The Incubation Software Project may not have more than a certain number of Sev-1 bugs in the existing product. That number needs to be determined.
- The Incubation Software Project must have the required documentation (such as Product Requirement Document (PRD) - <if applicable>, feature specification documents- <if applicable>, Operations Guide, white papers, readme files etc.) under the appropriate license (Copyright License or Contribution License Agreement)
- The Incubation Software Project must have a complete test harness and a well-defined release process.

a. Impact Phase

The Impact Phase is for Projects that have produced a defined set of goals. They are now in a self-sustaining cycle of development and maintenance. The outcomes of Projects in the Impact Phase are widely used in production environments thereby making an impact on companies adopting the deliverables.

The Incubation Project is expected to enter the Impact Phase within 12 months. Incubation Projects that do not progress to the Impact Phase within 12 months may be extended by the IC via a majority vote, otherwise, they will be terminated.

The project shall meet these criteria to achieve the Impact Phase.

Steps	Criteria for Impact Phase
Support	2 or more OCP Corporate Members have made contributions to the Project during the Incubation Phase. Software projects require members to be engaged in the OCP GitHub repository.
	There is a regular meeting cadence and attendance. Software Projects require attendance by code maintainer(s) and code committers. OCP Engineering Workshops are sufficient to meet this requirement.
Charter	Charter has been created and approved by the IC via a vote
Leadership	Initial PL and IC appointments are made by Foundation Staff and ratified by the OCP Board. Governance for the Project has been established.
	An initial technical steering committee (TSC) may be established.
Approval	Incubation Project has gone through a formal IC voting process and received a majority vote to move to the Impact Phase. The OCP Board has provided their formal approval to move this Project to the Impact Phase.

b. Termination Phase

Periodically, projects may become obsolete or need to terminate for a number of reasons. The decision to terminate the project is to be at the discretion of the OCP foundation. Some examples to terminate may be:

Software

- The maintainers determine the Project is nearing end of life.
- The Software Project community is no longer active and source code is obsolete.
- The Software Project failed to meet or no longer meets this governance policy.
- Another project or the IC recommends termination.
- Software Projects that do not want to release major versions in the future.
- Software Project is not in active development.

Hardware

- The community and the volunteer leaders feel that there is no activity around the current charter.
- The community is no longer active and there are no contributions either in the pipeline or on the horizon.
- The project has no initiatives in progress, no development on past contributions and there are no contributors willing to commit any resources.
- Another project or the IC recommends termination.

A Project will be terminated by formal vote of the IC. Prior to vote, the community will be notified of pending decisions and have an opportunity to make recommendations to the IC before the vote.

Once a project has been terminated, the following actions will occur:

Software

1. The source code repository will be completely removed from [OCP GitHub](#), 6 months after the Software Project is marked as terminated. It is the responsibility of the user to make a private repo and push all the source code within this time period.

2. Within these 6 months, maintainers would still be able to infrequently monitor this repository and may only push updates related to security issues, if at all.

Hardware

1. The project page and wiki will be completely removed from the OCP website within 3 months after the project is marked as terminated.
2. All project calls will be canceled after the 3 month mark.
3. All subscribers to the mailing list will be notified after the project is marked as terminated and the mailing list will be disbanded.

Software Project-SpecificRequirements

1. Directories & Licenses

A top-level root Project repository must have the following files in it:

- License.md:
  - For Software Specifications, the [OCP Software Contributor License Agreement](#) is the agreement that binds participants to the legal and governance terms established for the project. This ensures consistency for all projects using these agreements and avoids the risk that the terms have been modified.
  - For source code, this will list the appropriate OSI License.
- Maintainers.md: A file that names the individuals who are authorized to maintain the repository and accept changes. This could be the Project Lead(s), the IC representative or other contributing members of the OCP Project.
- Scope.md: A file that specifies the charter of the Project. It lists the requirements and objectives of the Project and also details what is not in scope. It may also define the charter for any Sub-Projects or workstreams.
- Notices.md: This file includes information and notices about the Project, including contacts for code of conduct issues, wiki pages, Project meetings, events etc.
- Readme.md: This file describes the Project and provides context to the reader on the relevance of this Project to the broader OCP Community

Set up: Source code and software specifications must reside in separate OCP GitHub directories, with the specifications using the [OCP Software Contributor License Agreement](#) and the source code using an "Open-Source Initiative (OSI)-approved open source" license. When developing multiple specifications, each individual specification should be in its own file directory.

Directories can be created under a root Project repository for any Sub-Project activities, workstreams or for specific contributions. These can be created by the Foundation or by any of the maintainers for the root Project repository. Any such directories must have the following files in them only if their information is different from the root repository:

- License.md:
    - If the Specification is contributed under another OCP-approved contribution license agreement, it must be listed here. Alternate licenses accepted by OCP are listed on our website.
    - If the code is being contributed under a different OSI license from the root, it must be listed here.

- Maintainers.md: A file which names the individuals who are authorized to maintain this Sub-Project or workstream directory and accept changes. This could be the Sub-Project Lead(s) or other contributing members of the OCP Project.
- Notices.md: This file includes information and notices about the specific Sub-Project or workstream, including sub-project wiki pages, Sub-Project meetings, Sub-Project workshops etc.
- Readme.md: This file describes the Sub-Project and provides context to the reader on the relevance of this Sub-Project to the broader OCP Community. It may contain Sub-Project specific use cases.

If there are any specific needs or requirements, contributors are encouraged to work with the Foundation and the Project Leadership.

2. Quality Assurance

Source code must not have any software vulnerabilities. The code must be error-free and must be able to compile to create executables/binaries. There must be a document that illustrates the steps taken to compile the code base as

well as any dependency requirements that need to be addressed before compilation. If the contributed executable is run using a script, the document must list any class paths or variables that must be set before the script is run. It must also comply with the licensing terms and conditions (as defined in the later sections) defined by the OCP team.

3. Software Community & Membership

A Software Project requires no admission processes, contracts, or membership fees. Any individual or organization who are OCP members, can use and contribute to a Software Project. OCP welcomes any contributions that lead to the success of the project - including software development, documentation, testing, delivery and advocacy.

4. Software Compliance Program

The Software Project may also provide a compliance or branding program for individuals or organizations to register as participants, or to register products, board support packages (BSPs), or software layers as Project Compatible. Any compliance or branding programs must be approved by the OCP Foundation.

The compliance or branding program is intended to promote the use and adoption of the open-sourced software, regardless of an individual or corporate affiliation with OCP.

Participants in the compliance program, at the discretion of the Foundation and with their permission, may be listed on the OCP Marketplace, OCP Integrated solutions and any OCP portal pages or on the OCP GitHub pages.

5. Software Project Management

The Software Project is developed and designed using a collaborative effort by an open community of professionals and volunteers. The success of the Software Project is based on collaboration and governance based on meritocracy.

Roles and Responsibilities

- PLs (see Sec 1- Volunteer Leaders) are responsible for the success of the Software Project and to align with the approved charter. The PL is a volunteer position, initially appointed by OCP and approved by the IC. After initial appointment, the PL position will be elected in accordance with OCP Governance. The PLs will be accountable for the following:

    - Wiki Maintenance
    - Meeting agenda and minutes
    - Engineering Workshops – agenda and content

- Contributors are people who have submitted work to the Software Project. Contributors include anyone in the technical community that contributes code, documentation or other technical artifacts to the Software Project. In addition to their actions as users, Contributors may also find themselves doing one or more of the following:

    - Supporting new users (existing users are often the best people to support new users)
    - Reporting bugs
    - Identifying requirements
    - Assisting with project infrastructure
    - Writing documentation
    - Fixing bugs
    - Adding features

- Committers: Committers are contributors who have earned the ability to modify ("commit") source code, documentation or other technical artifacts in a Software Project's repository. A contributor may become a committer by a majority approval of the existing committers. A committer may be also removed by a majority approval of the other existing committers.

- Maintainers: There are two types of maintainers, source code maintainers and specification maintainers.

- ○ Source code Maintainers have permission to accept pull requests and merge them into the master branch of a given repository. Each repository contains a MAINTAINERS file listing the maintainers. There must be one or more named maintainers per repository.

- ○ Specification Maintainers are responsible for organizing activities around developing, maintaining, and updating the specification(s) developed by the working project. These maintainers are also responsible for determining consensus and coordinating appeals.

- Editor: Editors are required for specification management only and are responsible for ensuring that the contents of the document accurately reflect the decisions that have been made by the project, and that the specification adheres to formatting and content guidelines. project will designate an Editor.

- Participants: Participants" are required for specification management only and are those that have made contributions to the Working Group or to the specification repository.

- The ICR (Sec 1 – Volunteer Leaders) is an ambassador to other OCP Project Communities. They will work with the PLs and other ICRs to ensure that the Software Project is fitting within the OCP ecosystem.

- (OPTIONAL) A Technical Steering Committee (TSC) may be formed to provide leadership and resolve technical differences that may arise from time to time. The decision to create or dissolve a TSC must be approved by the OCP Foundation.

  1. The TSC will be responsible for oversight of the open-source project and assure the Software Project aligns with the approved charter.

2. The TSC members are initially the Software Project's code Committers when the Software Project exits the "Incubation Phase" and enters the "Impact Phase". The Committers will determine the Project's code repository.

3. Any meetings of the TSC are intended to be open to the public and can be conducted electronically, via teleconference, or in person.

4. The TSC may

   a. Establish workflow procedures for the submission, approval, and closure/archiving of Project,

   b. Set requirements for the promotion of contributors to committer status, as applicable, and,

   c. Amend, adjust, refine and/or eliminate the roles of contributors, and committers, and create new roles, and publicly document any TSC roles, as it sees fit.

5. The TSC shall elect a chair who will preside over meetings of the TSC. The TSC shall elect a new chair every 12 months. A current or previous chairperson is eligible to serve any number of terms as chair.

6. The TSC shall review its membership every 12 months, in the month following the election of the TSC chair. Membership on the TSC is limited to OCP Corporate Tiered Members and code committers (or persons employed by a code committing company). Members are added or removed by majority vote of the TSC. An existing TSC member that has not committed code within the prior 12 months shall be disqualified from the TSC.

7. The TSC will be responsible for all technical aspects or oversight relating to the Software Project. When such responsibilities involve vital functions performed by the OCP Foundation, the TSC shall seek support and ratification. These responsibilities may include (but not limited to) the following:

   a. Maintain a roadmap of planned feature additions or subtractions, with expected timeline for feature release.

   b. Approve Software Project or system proposals (including, but not limited to, incubation, deprecation and changes to a Sub-Project's scope);

   c. Appointing representatives to work with other open source or open standards communities;

   d. Establishing community norms, workflows, issuing releases, and security issue reporting policies;

   e. Approving and implementing policies and processes for contributing (to be published in the repository) and coordinating with the OCP Foundation and IC to resolve matters or concerns that may arise;

   f. Holding open discussions, seeking consensus, and where necessary, voting on technical matters relating to the code base that affect multiple projects; and

   g. Coordinating any marketing, events, or communications regarding the Software Project with the OCP Foundation.

   h. Publishing the list of TSC members and contact information on the repository.

8. TSC Voting

   a. While the Software Project aims to operate as a consensus-based community, if any TSC decision requires a vote to move the Software Project forward, the voting members of the TSC will vote on a one vote per voting member basis.

b. Quorum for TSC meetings requires at least two-thirds of all voting members of the TSC to be present. The TSC may continue to meet if quorum is not met, but the TSC will be prevented from making any decisions at the meeting.

c. Decisions by vote at a meeting require a majority vote of those in attendance, provided a quorum is met. Decisions made by electronic vote without a meeting require a majority vote of all voting members of the TSC.

d. In the event a vote cannot be resolved by the TSC, any voting member of the TSC may refer the matter to the OCP IC for assistance in reaching a resolution. In the case of a tie vote, the IC will cast the deciding vote.

6. Branding

In order to promote the Software Project, both within the community and externally, branding is needed. Each individual Software Project will undergo a dedicated branding exercise, with collaboration between the OCP Foundation and Project Lead(s) and TSC (if applicable), in order to determine the most appropriate brand framework from which to operate This may include "fitting" within an existing brand scheme (such as OCP), or as a stand-alone brand. "Branding" of a Software Project may include, but not be limited to:

- Naming conventions,
- Iconography,
- Logo marks,
- Landing pages,
- Website domains,
- Content,
- Social media profiles,
- Events,
- Co-marketing, etc.

7. Administrative Support

The OCP Foundation will provide administrative functions that are vital for the Software Project, including finance, advocacy, outreach, infrastructure, and community management. It will periodically assign tasks to the PLs or other members for assistance in such duties. The OCP Foundation will conduct

regular conference calls and Engineering Workshops to facilitate these functions.

8.   Licensing

Participants and/or Code Committers acknowledge that all the licensing and copyright information is clearly defined in every source code or documentation file that is being contributed and the source code license matches with the actual licensing information that the Software Project dictates.

All code contributions to the Software Project are subject but not limited to the following:

a. OCP prefers to use MIT license for all of its Software Projects, regardless of the GitHub repository in which it resides but upon approval, may work with other OSI-approved open-source licenses. The license specified for the Project must be stated within the "LICENSE" file within the Software Project's code repository.

b. The committers will also have the sign the "Developer Certificate of Origin (DCO)" from GitHub. This is a way for contributors to certify that they wrote or otherwise have the right to submit the code they are contributing to the OCP software project.

c. A Software Project may, upon approval of the OCP Foundation, license its code under more than one Project code license.

d. All outbound code will be made available under the Software Project License.

e. Documentation will be received and made available by the Software Project under the Creative Commons Attribution 4.0 International License (available at http://creativecommons.org/licenses/by/4.0/)

f. Development of specifications, standards, best practices, guidelines, and other similar materials by the project shall use the OCP Software Contributor License Agreement.

g. All software in the Software Project repository not covered under an OSI-approved license must be submitted via a Contribution License Agreement.

h. The Software Project may seek to integrate and contribute back to other open-source projects ("Upstream Projects"). In such cases, the Software Project will conform to all license requirements of the Upstream Projects, including dependencies, leveraged by the Project. Upstream Project code contributions not stored within the Project's main code

repository shall comply with the contribution process and license terms for the applicable Upstream Project.

i. The OCP Foundation may approve the use of an alternative license or licenses for inbound or outbound contributions on an exception basis.

Volunteer Leadership

1. **Purpose of the Volunteer Leadership**

The OCP's Board of Directors (https://www.opencompute.org/about/board) approves the formation of the top-level Open Compute Projects and appoints the Incubation Committee (IC) Co-Chairs with recommendations from the OCP Foundation Staff.

The OCP Community maintains standards by which the project communities can govern themselves with oversight from the OCP Foundation and its employees.

Leadership Positions are defined as the following:
Board Director Seat;
Incubation Committee Representative (ICR);
Project Lead (PL); Sub-Project Leads (SPL); and
Leader of an approved OCP Regional Community

Leadership Limitations:
Leadership positions can be held in accordance with the following guidelines:

1. Silver/Gold/Platinum Members may hold up to 20% of the total Project Leadership positions. They may not exceed more than 25% of the IC positions.

2. Community Members become eligible for Project Leadership after they have made valid contributions to OCP in their current term. Community Members may not exceed more than 2 Project Leadership positions, regardless of the number of contributions made. Community members are not eligible for IC positions.

Exceptions:

1. Board Directors and IC Chairs are appointed positions. The Board Directors are appointed by a super-majority vote of the voting Board Members.

2. The IC Chairs are appointed by the Board of Directors, while acknowledging recommendations from the OCP Foundation Staff.

3. Volunteer Leaders for Incubation Projects are appointed by the Foundation/IC Chairs and are subject to the restrictions found within this section.

2. **Election Terms**

PL(s), SPL(s), and the ICR are elected by the community and those elected may hold the position for a period of 2 years.

Restrictions:

1. No individual may hold more than one leadership position at a time. This applies to all leadership positions (ICR, PLs, Sub-Project Leads, and OCP Regional Community Leaders).

2. The number of Leadership Position seats that can be held by an organization is dependent on Corporate membership level, and other requirements as set forth in the Tiered Membership requirements and Benefits Policy.

3. **Roles**

a. Incubation Committee Representative (ICR)

The Incubation Committee (IC) is a group of volunteer thought leaders, consisting of an elected representative (ICR) from each of the top-level Project Communities and the IC Chairs. They have the following mission:

1. Identify industry problem sets beyond those that the Communities are currently working on.
2. Guide the Solution Discovery Process and Improve the Current Process for more effective communication
3. Define the Strategic Roadmap for OCP Projects via Strategic Initiatives
4. Create Awareness of OCP beyond our Community and become ambassadors and champions globally and within their own ecosystems.
5. Review and vote on all contributions made by members in the Project Community.

An individual nominated to become an ICR must belong to a Silver, Gold or Platinum Level Member. Community Level Members are not eligible to nominate or serve on the IC. Any individual nominated to become an ICR must be deemed to be active within that respective project community by the current project leadership team and OCP Foundation staff.

The ICR will be an elected position for a two (2) year term. These elections and subsequent terms alternate annually with the PL/SPL terms. Each project will have one IC Representative (ICR).

b. Project Lead (PL)

Each project will have a minimum of one Project Lead (PL). All OCP Members at the Silver, Gold, or Platinum level are eligible to nominate someone from their organization to become a PL. Community Level Corporate Members are eligible to nominate someone from their organization only if their organization has made a valid contribution to OCP in the current membership term.

The project community may elect 2 co-leads to serve jointly for the project. PL(s) will be elected for a term of 2 years.
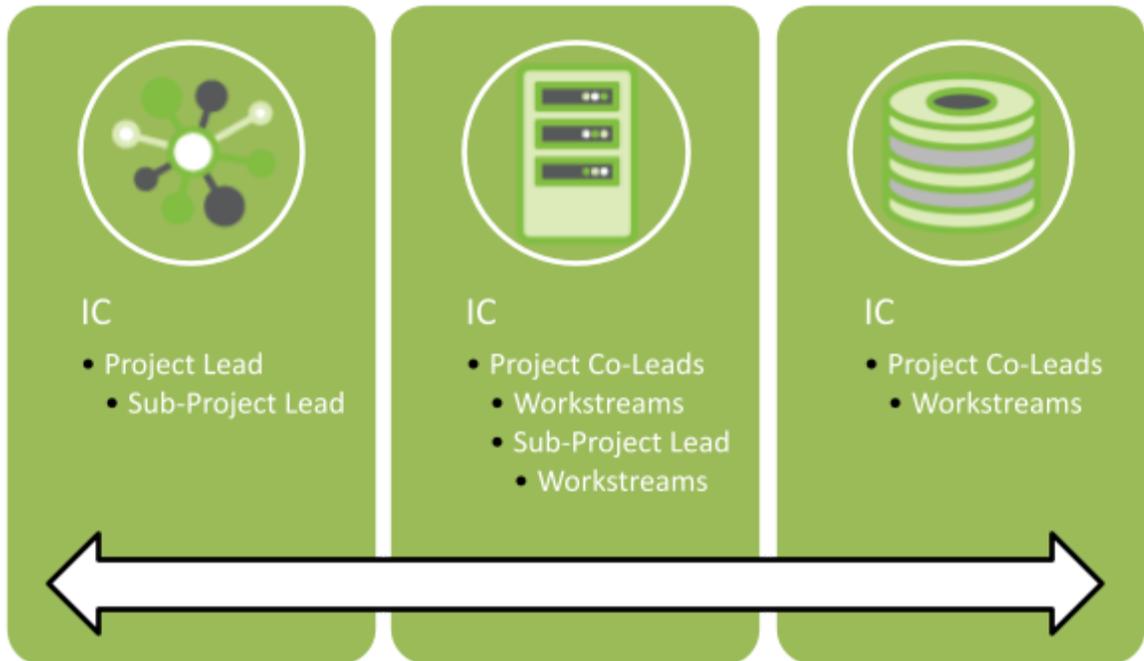
c. Sub-Project Leads (SPL)

Project Leads (s) may initially appoint Sub-Project Leads (SPL)s, with the approval of the IC, for work streams that have a broader community interest and require independent but relevant group effort. All OCP Corporate Members at the Silver, Gold, or Platinum level are eligible to nominate someone from their organization to become a SPL. Community Level Corporate Members are eligible to nominate someone from their organization only if their organization has made a valid contribution to OCP in the current membership term.

If more than one person is interested in running as an SPL, the PL with the help of the OCP Foundation may hold a special election to determine who shall run the Sub-Project. Once a Sub-Project is underway with a charter and leadership has been established, the Sub-Project will follow the same election process as the PL on the same election cycle.

The project community may elect 2 co-leads to serve jointly for the Sub-Project. The SPLs will be elected for a term of 2 years.

d. Limitations

4. No person can hold more than one Leadership Position at any given point in time regardless of membership level.

5. **Current Election Timelines**

This timeline is established for most cases, some exceptions do apply.

a. Project Lead/Sub-Project Lead Elections

Regular Elections start in even years:
Nomination process to begin in June.
Voting process to begin in July.
Project Leads to be announced in August.

b. IC Elections

Regular Elections start in odd years:
Nomination process to begin in June.
Voting process to begin in July.
ICRs to be announced in August.

c. Nominations

Typically, the nomination phase opens 6 weeks prior to the expiration of term. An announcement will be published on the OCP website when the nomination phase opens. In that post, a web form link will be included. The web form will not be available until that phase of the election is open.

d. Voting

a. Project Lead/Sub-Project Lead

To vote in a PL/SPL Election, individuals must be employed by an OCP Corporate Member at the Community, Silver, Gold, or Platinum level. Foundation employees and OCP Board of Directors are also eligible to vote for the PL(s). This is a community-wide election.

b. Incubation Committee Representative

To vote in an IC election, an organization must be an OCP Corporate Member at the Silver, Gold or Platinum Member.
Based on the organization's Corporate membership level, a certain number of voting keys will be distributed. The Member's organization will determine which individuals will receive the voting keys. Only these members are allowed to vote for an ICR.

Keys are given out as such:
- Platinum Members will receive 3 keys;
- Gold Members will receive 2 keys;
- Silver Members will receive 1 key.

5. Special Circumstances

a. : If a PL/SPL is no longer employed at the Corporate Member Organization:

For Single PL/SPL Lead Positions:
If an PL/SPL is no longer employed at in a current Corporate Member Organization prior to the end of the term, then the PL/SPL can retain his/her position only if the following is applicable:
- The company that they are going to is a member of OCP.

- Their new company is a tiered member of OCP (Silver/Gold/Platinum)
- Their new company is a community level member who has made a valid contribution in the current term.

If none of the above is applicable, then the Foundation staff will send a "Call for Nominations" to any eligible OCP Corporate Members to nominate a PL/SPL for the interim, provided the Member Organization has not exceeded their allowance for leadership positions (see Sec 1). A "Special Election" will be held. With the endorsement of ICR (and the PL if it is an SPL position), this candidate will be presented to the IC. A vote will be held by the IC and upon a majority vote, the candidate will be appointed as the new PL/SPL for the remainder of the term.

If the remaining term is less than 6 months, then ICR or PL, together with the Foundation staff, may lead the position until the term ends. The normal election process will resume at the start of the new term.

For a Co-Lead PL/SPL Position:
If the OCP Project or Sub-Project is running with two co-leads and one of the co-leads leaves his/her Corporate Member Organization prior to the end of the term, the PL/SPL may retain his/her position providing the following is applicable:
- The new company is a member of OCP.
- The new company is a tiered member of OCP (Silver/Gold/Platinum)
- The new company is a community level member who has made a valid contribution in the current term.

If none of the above is applicable, then the Foundation staff will send a "Call for Nominations" to any eligible OCP Corporate Members to nominate a PL/SPL for the interim, provided the Member Organization has not exceeded their allowance for leadership positions (see Sec 1). A "Special Election" will be held. This candidate will be presented to the IC with the endorsement of the other PL/SPL and the ICR. A vote will be held by the IC and upon a majority vote, the candidate will be appointed as the new PL/SPL for the remainder of the term.

If the remaining term is less than 6 months, then Co-Lead may lead the position on their own until the term ends. The normal election process will resume at the start of the new term.

b. If a PL/SPL can no longer fulfill their duties prior to the end of the term but is still employed with their current company

The current Corporate Member Organization can retain the position of PL/SPL if all of the following is applicable:

- The current Corporate Member Organization is a Silver/Gold/Platinum member in good standing or is a Community level who has made a valid contribution in the current term.

- The nominee has been involved in the same Project/Sub-Project community for more than a 6 month period.

- The nominee can commit to the balance of the term.

If none of the above is applicable, then the Foundation staff will send a "Call for Nominations" to any eligible OCP Corporate Members to nominate a PL/SPL for the interim, provided the Member Organization has not exceeded their allowance for leadership positions (see Sec 1). A "Special Election" will be held. This candidate will be presented to the IC with the endorsement of the other PL/SPL and the ICR. A vote will be held by the IC and upon majority vote, the candidate will be appointed as the new PL/SPL for the remainder of the term.

If the remaining term is less than 6 months, then ICR together with a Foundation Staff may lead the position until the term ends. The normal election process will resume at the start of the new term.

c. If an ICR resigns from their current orporate Member Organization

If an OCP ICR resigns prior to the end of their term then the ICR can retain their leadership if the following is applicable:

- The new company is a member of OCP.

- The new company is a tiered member of OCP (Silver/Gold/Platinum)

- The new company is a current community level company and decides to upgrade to a higher tier.

If none of the above is applicable, then the Foundation staff will send a "Call for Nominations" to the IC first. If the IC does not put forth any nominees, any eligible OCP Corporate Members will be asked to nominate an ICR for the interim, provided the Member Organization has not exceeded their allowance for leadership positions (see Sec 1). A vote will be held and the winner of the vote will be appointed as the new ICR for the interim term.

d. If a Corporate Member opts not to renew their membership or is no longer eligible to hold a leadership position:

If a Corporate Member opts not to renew their membership to OCP and holds a PL, SPL, or ICR Leadership Position(s), they will be required to immediately step down from this leadership position. The Corporation will be informed of this requirement and will have 30 days to renew their membership at the same or higher level.

If a Corporate Member opts to downgrade their membership to a lower level or a non-contributing Community Level and holds an IC or PL/SPL Leadership Position(s), they will be bound by the conditions of their new membership level.

Future Technologies Initiative

1. **Introduction**

   The OCP Future Technologies Initiative (FTI) is a formal effort within the Foundation whose mission is to build a future-focused Community within OCP to serve as a forward-looking funnel for ideas and technologies three-to-five years into the future.

   The FTI serves to continually build pipelines of talent and ideas focused on next/future-gen or horizon problem sets facing the OCP Community and industry.

2. **Charter and Scope of the FTI**

   As a future-focused Community, the FTI does not have any IP structure to allow for contributions to be made. Once a work product reaches a point where an IP structure is necessary, the contribution should be moved out of FTI and into a relevant OCP Project to finalize the contribution.

   Typical FTI Workstreams are expected to transition to OCP Projects/Subprojects in a 2-4 year timeframe. Workstreams are evaluated annually for upcoming milestones, transition opportunities, and evaluated whether they should continue. Further information on FTI workstream launch and transition processes can be found in the [FTI Governance](#) document, and here: [FTI Workstream Transition Process](#).

3. **Leadership**

   a. FTI Leadership Role
      i. FTI leadership are selected and appointed by the OCP foundation.
   b. FTI Workstream Lead
      i. Similar to the role of an OCP Project Lead, FTI Leadership may initially appoint FTI Workstream Leads for workstreams that are in the interest of the OCP Strategic Initiatives and require independent but relevant group effort. The candidate should be able to define the technical roadmap together with the FTI leadership team and govern the workstream until it exits/

transitions to OCP Project/Sub-Project during the lifecycle of the workstream (approximate duration of 2 years).

ii. If more than one person is interested in running as a FTI workstream lead, the FTI Leader(s) with the help of the OCP Foundation may hold a special election to determine who shall run the workstream.

iii. FTI Workstream Leads are responsible for daily activities and direction of Workstream

iv. Monitoring of progress is ensured by regular status updates meetings with the FTS Chair and the OCP Foundation Team.

4. **Creation of a Workstream**

a. New FTI workstreams need to meet these criteria: demonstrated alignment with FTI principle of Inclusion, Return on investment (ROI, outputs of Workstream to significantly outpace resources and time invested to get there), and adherence to five OCP Tenants (Efficiency, Scalability, Openness, Impact, and Sustainability). Further information can be found in the [FTI Governance](#) document.

Amended Tiered Membership Requirements and Benefits (Effective July 1st, 2021)

Effective July 1st, 2021, OCP has amended only the following sections of its Tiered Membership Requirements and Benefits Policy ("OCP Tiered Membership Policy").

- Criteria for Contribution Submission
- Process for Contribution Approval

1. Contributions

OCP will be accepting all types of Contributions in 2020 to participate in OCP and fulfill membership requirements. We realize that our Members are utilizing OCP solutions in many different ways and we would like to hear more about their experiences and their expertise. Here are the various different types of Contributions and associated credit allocation.

a. Contribution Credit Structure

Type	Pre-Requisites	Contribution Credit
Specification or Design Package	One Specification or one Design Package ● Each Spec and/or Design Package must meet 4 out of 5 OCP Tenets(Must inc. Sustainability) ● Each Spec must have one 1 identified supplier with readily available product within a reasonable amount of time (120 days). ● Each Design package must have one 1 identified supplier with readily available product within a reasonable amount of time (120 days) and the supplier must apply for the OCP Product Recognition Program (OCP Accepted Logo).	1 Credit
OCP Accepted™	5 OCP Accepted™ Product SKUs. ● Must be based on an approved OCP Spec.	5 SKUs = 1 Credit

Product Recognition	• Must meet 4 out of 5 OCP Tenets(Must inc. Sustainability) • Each SKU must carry the OCP Accepted™ logo. • Each SKU must be readily available within 120 days and be visible on Supplier's website for purchase.	
OCP Inspired™ Product Recognition	5 OCP Inspired™ Product SKUs. • Must be based on an approved OCP Spec. • Must meet 4 out of 5 OCP Tenets(Must inc. Sustainability) • Each SKU must carry the OCP Inspired™ logo. • Each SKU must be readily available within 120 days and be visible on Supplier's website for purchase.	5 SKUs = 1 Credit
OCP Ready™ Facility Recognition	An OCP Ready™ Site. Facility must meet all the requirements in the OCP Ready™ Checklist and Colo Site Assessment in current term • Assessment must be made annually to retain certification. • Renewals for the same facility will be 0.5 credit • The Member must be a Colo SP.	1 Credit per Location
Reference Architectures	A documented and tested solution comprising: • Two or more unique tested configurations (see below) • Two or more unique OCP Accepted™ Product SKUs. • > 50% content use of Orderable SKUs. • The Contributor must provide product test documentation, certification info, and configuration details about the reference architecture and warrants that the reference architecture works as documented.	Case Dependent (0.5-1.0 Credit per item)

	• OCP may promote the Contribution of reference architectures via the OCP Marketplace.	
Tested Configurations	A documented and tested configuration using an OCP Inspired™ or OCP Accepted™ Product and configured with additional hardware and operating system software and application software (specific use) 3. Testing plan/results, configuration details must be provided. 4. Contributor warrants tested configuration will work in the defined use case and can provide support service. 5. Contributor responsible for accuracy of info. 6. OCP may promote the Contribution of tested configurations via the OCP Marketplace.	10 tested configurations = 1 Credit
Embedded Software	One or more of the following tasks performed during the member's term: ●Create Hardware Platform Support (API/Drivers) for an OCP recognized product ●New Feature sets and Enhancements for an OCP recognized product (up to 1 credit as determined by the team) ●Must be one of the top 5 committers to an existing OCP Github repository or an OCP affiliated Github repository for an OCP recognized product ●Assignment of a resource for 12 months to help project meet its goals	1 Credit

	A formal SW report must be submitted to receive credit. All work performed on non-OCP platforms may be eligible for partial credit.	
White Papers & Case Studies	A white paper or case study explaining details of your use of OCP Accepted™ or OCP Inspired™ Products or OCP Ready™ Facility within your infrastructure. The white paper or case study must demonstrate 2 or more OCP Tenets and be accepted by the Foundation and IC Committee along with the appropriate agreements. OCP shall be allowed to promote this on the OCP website or promotional materials.	Case Dependent (0.25-1.0 Credit per item)
Requirements Documents	This document may demonstrate the following: ● best practices or ● recommended guidelines or ● create a framework for collaboration ● capture requirement/framework document for new projects/sub-projects Such documents are written as collective documents by one or more companies and submitted to the IC for approval to allow for conformance and interoperability within the OCP environment.	(0.25-1.0 Credit per item)
Educational Videos or Quotable References or OCP-centric Technology Seminars Organized Plug-fests	OCP may approve the following items with proper authorization and technical validation. The below items must utilize at least 2 OCP Tenets. ●Educational Videos for use of OCP Products/ Facilities or Reference Architectures ●Testimonials and quotable customer references for relevant OCP Products/Facilities, Test Configurations and Reference Architecture ●Technology Seminars, when promoting the use of OCP Products/Facilities, Test Configurations and Reference Architecture. OCP shall be	Case Dependent (0.5-1.0 Credit per item)

Engineering Workshops	allowed to promote this on the OCP website or promotional materials.	

b. Contribution Requirements for Silver/Gold/Platinum Members

With many different ways to get credit for Contributions, it is easier to participate and make submissions. Contributions will be tracked on a regular basis with check-ins at 3-month intervals. This will allow plenty of touchpoint reminders and assistance to ensure Contribution requirements are going to be met.

Annual Requirement:
Silver – 0 Contribution
Gold – 1 Contribution per year
Platinum – 2 Contributions per year

c. Criteria for Initial Contribution Development

Here are the criteria for developing a Contribution within the OCP Community. All Contributions, in any stage of development, presented before the OCP Community in any forum (calls, workshops, webinars, summits, etc) must have the following in place:
- Signed Membership Agreement
- Signed Logo Usage Agreement (as needed)
- Signed License (Contribution License Agreement or CLA (Open Compute Project or Open Web Foundation), Copyright License Agreement, or Software CLA or any OCP-approved license)
- OCP Contribution Portal or Checklist Initiated
- All non-confidential Work in Progress documents, concept presentations, un-approved contributions and interim specs may be published on the wiki page for the respective Project/Sub-Project.

For more details, please refer to Sec 4 Contribution Development Process.

d. Criteria for Final Contribution Submission

All Final Contributions must meet the following criteria in order to receive OCP approval:

1. The Contribution Portal or Checklist must be completed.
   a. This ensures all relevant contracts are completed.
   b. This ensures all submissions meet the requirements.
2. Review with Project Leads and Incubation Committee
   a. Final Specification Agreement or Hardware Licenses are in place and included in the Contribution.
   b. Specs/Packages/Documents are free of redlines and comments
   c. Any additional requirements are met
   d. Presentation to the IC

For more details, please refer to Sec 5 Final Contribution Submission Process.

3. Majority Vote by the OCP Incubation Committee for Specs/Designs/Documents
   a. Voting will be for approval of submissions.
   b. Voting will be for credit allocation.

4. Approval by the Foundation for OCP Recognition Program
   a. Signed Certification Marks
   b. All Recognition Program Requirements are met (Self-Assessment/Supplier Requirements/etc.)

5. Publication
   a. All approved specs, design packages and documents will be published to the OCP Contribution Database.
   b. All approved software and tools will be published on the OCP Github.
   c. All recognized products will be published on the OCP Marketplace only if the Supplier is an OCP Solution Provider. Supplier must meet all requirements detailed in Sec 6 OCP Recognition Program
   d. All recognized facilities will be published on the OCP Marketplace only if the Supplier is an OCP Colo Solution Provider. Supplier must meet all requirements detailed in Sec 6 OCP Recognition Program

e. Contribution Annual Opt - Out Option for Gold/Platinum

Although the Community and the Foundation would really benefit from the plethora of Contributions detailed in the new Contribution Structure, we do understand that not all our Members will be able to meet their Contribution requirements every year. Both Gold and Platinum Members can opt-out of their annual Contribution requirements for a non-refundable financial donation. The Opt-out Option can be initiated at the start of membership cycle or at renewal. The Contribution Opt-Out fee is $30,000 USD per Contribution. It is non-refundable and will be invoiced in conjunction with the membership dues.

Contribution Opt-Out Fees:
Gold - $30,000 USD per Contribution
Platinum - $30,000 USD per Contribution

f. Non-Compliance of Contribution Requirements

Non-compliance of the requirements will result in the lowering of the existing Tiered Membership level to the next lower tier. If Contribution requirements are not met by a Gold or Platinum Level Members within a year of the annual membership payment, they will not be allowed to remain at the Gold or Platinum level until the Opt-Out fee(s) are paid. Once the Opt-Out fee is made, the appropriate tier will be reinstated. Consistent non-compliance will result in renewal at only the Silver level. Members can only achieve upgrades to higher tiers upon meeting the appropriate Contribution requirements and no refund will be issued for membership fees already paid.

2. Sponsorship of OCP Events

a. Sponsorship of OCP Events for Silver, Gold, and Platinum Members

OCP will no longer be tracking hours for Gold and Platinum Members. As participation from our Corporate Members extends globally across multiple

divisions and our membership grows, this is becoming increasingly more difficult to track. Instead, OCP is asking for Silver, Gold and Platinum Members to sponsor collaboration events that we host throughout the year. Events include Summit sponsorship, engineering workshops, plug-fests, seminars, webinars, technology days, etc. that OCP conducts independently or in conjunction with a conference or partner. The value of the sponsorship is estimated to be $5,000 USD per event. Tiered Members can provide support for these events, including:

- Summit sponsorship
- Venues for workshops, seminars, technology days, OCP Experience Lab, etc.
- Services such as food, beverage or audio/video
- Promotional giveaways
- Hardware donations for OCP Inspired™ or OCP Accepted™ Products if applicable.
- Software/firmware donations

b. Annual Event Sponsorship Requirement for Silver, Gold, and Platinum Members

Silver -   Required to support a minimum of 1 event
Gold -   Required to support a minimum of 2 events
Platinum -   Required to support a minimum of 3 events

c. Non-Compliance of Sponsorship Requirements

Non-compliance of the requirements may result in the lowering of the existing Tiered Membership level to the next lower tier, until the requirements are met. Once the requirements are met, the appropriate tier will be reinstated. Consistent non-compliance will result in renewal at only the Silver level. Members can only achieve upgrades to higher tiers upon meeting the appropriate requirements although no refund will be issued for membership fees already paid.

Opt-Out for Sponsorship: Although OCP would prefer our Tiered Members sponsor these events in some way, we do understand that not all our Members will be able to meet some or all of these requirements every year. In lieu of sponsoring an event, an Opt-Out fee of $5,000 USD can be made per event and will satisfy the event sponsorship requirement.