

DECENTRALIZED IDENTITY FOUNDATION

STEERING COMMITTEE ELECTION PROCESS

Annual Elections Schedule

Timing of voting not prescribed exactly, but should conform to the one-year anniversary of the last vote.

Day -44	SC Nominations opened
Day -14	Last day for member questions to the candidates
Day -7	Nominations closed 23:59 (GMT). Nominated candidates are required to confirm acceptance before this deadline.
Day 0	SC ballot opened
Day 7	Elections closed 24:00 (GMT)
Day 14	New SC announced

DIF Steering Committee

The DIF Steering Committee (SC) defines policies and is dedicated to advancing open standards for interoperability. By serving on the DIF Steering Committee, SC members exercise a major impact on the strategic direction of the foundation. Recognized for their contributions by the entire standards community, the committee guides DIF in its mission to drive the development, convergence, and adoption of open standards for decentralized identities.

The DIF SC is composed of 11 elected members, each serving one- or two-year terms. The terms are staggered annually to preserve management continuity. In practical terms, this means that once a year, half (rounding up) of the elected members' terms should end, and an election will be run to select who will hold enough two-year terms and one-year terms to ensure that a year later, half (rounding up) of the seats will be up for reelection/replacement again. The longer terms should go to the candidates who received more votes.

Elected members serve as individuals; however, to be nominated for and serve on the Steering Committee, a person or the nominee's company must be part of DIF's membership at the time of nominations.

Nominations

Any DIF member organization may nominate one candidate for the Steering Committee. Nominees are required to be members of DIF, and some degree of organizational or coordination experience is suggested, as well as commitment to the mission of the organization. Individuals should be nominated for their personal qualifications and commitment, not solely for their company or organizational affiliation. Refer to the “Membership” section of the Operating Addendum for an explanation of the Steering Committee’s commitment to diverse and broad-based representation.

Nomination Process

Nominations must be sent to nominations@identity.foundation and be received during the nomination period.

Accepting Nominations

Nominees must email formal acceptance to nominations@identity.foundation during the nomination period. Nominations not formally accepted by the nominee by the end of the nomination period will be considered withdrawn.

Each SC Nominee’s Acceptance Letter Should Include:

- A short biography and an optional statement describing the nominee's interest in and qualifications for serving on the DIF Steering Committee.
- Platform information, identifying opinions on priorities and issues facing DIF, ideas for technical activities, and suggestions for business development initiatives or strategic partnerships. This information will serve as the primary means for members to understand a candidate's vision for the future of the Foundation.
- A statement that the nominee is prepared to commit and has support from their management to devote time to DIF Steering Committee activities.

These acceptance documents/letters are published on the SC candidate profile page set up for the election process.

Early nominations are strongly encouraged

No nomination information will be made publicly available until the opening of the ballot. Nominees are encouraged to submit their documentation as soon as possible, to ensure adequate time to review their candidate profile web pages, which cannot be edited after the ballot opens.

Candidate Review and Selection Period

SC profile page will be created with all candidates. The page will include each candidate's nomination acceptance letter. Once posted, the profile page cannot be altered.

Members are encouraged to actively participate in the candidate selection process. Members can dialog on issues important to them in the candidate selection process by posting to and monitoring the voting@identity.foundation mail list.

Member Questions to SC Candidates

Members of SC are encouraged to submit questions for all SC candidates on issues regarding the management and direction of the Foundation. Questions may be sent to nominations@identity.foundation. Staff will compile and summarize the questions and provide an anonymous, representative sample to all SC candidates. Candidates are strongly encouraged but not required to address each issue. Their responses must be sent with their answers to nominations@identity.foundation for inclusion in their profile pages. See the Election Schedule for question submission and response deadlines.

Voting Process

Each DIF Foundational Associate member organization is eligible to vote via one ballot. In order to participate in the voting process, member organizations must be in good standing when the ballot opens.

Notification of the availability of online ballots is distributed via email to each organizational member's Primary Representative and via main@identity.foundaiton mailing list and #general channel on DIF's instant messaging platform. Ballots list candidates by name and organization.

Each DIF Associate member submits one ballot with votes for up to the number of seats then contested for the Steering Committee. Completed ballots must be received by DIF before the end of the balloting period. The balloting system confirms receipt of the ballot to the voting member. The balloting period ends at the time stated. If quorum (20% of associate members) is not reached, the balloting period will be extended by two weeks and announced to all voting members.

The number of candidates, equal to the number of then contested seats, receiving the highest number of votes shall join the DIF Steering Committee. In the case of a tie, an outcome that supports the 2/2/2 rule (See Operating Addendum 4.b.iii) can be chosen by the Voting Committee; if none of the outcomes are decided by this rule, a winner shall be selected among the tied candidates by a random process chosen and conducted by the Voting

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Committee, witnessed by one or more uninterested parties. The election results, including a number of votes for each candidate and any tie resolution, shall be announced to the DIF membership.

Voting Committee

The voting committee is a volunteer role fulfilled by trusted DIF members. No nominated or current SC member can participate in the voting committee.