

# Official Checklist

**Worksheet - Compliance Process Management**

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| **Practice** | **Implementation** | **Notes, Action Items** |
| Responsibility for achieving organization-wide open source compliance is clearly designated. | * Complete * Partial * Not available * Not applicable |  |
| The team responsible for coordinating compliance activities has visibility into product development and product release plans and activities, and is able to interface effectively with product teams. | * Complete * Partial * Not available * Not applicable |  |
| Project management fundamentals are applied to managing compliance projects and compliance team activities. | * Complete * Partial * Not available * Not applicable |  |
| Metrics are defined and collected to assess the effectiveness of the organization’s open source use and its open source compliance activities. | * Complete * Partial * Not available * Not applicable |  |
| The organization engages in externally-focused benchmarking activities to identify potential improvements to its compliance process. | * Complete * Partial * Not available * Not applicable |  |
| The organization maintains an awareness of community initiatives to address supply chain issues with respect to open source compliance. | * Complete * Partial * Not available * Not applicable |  |

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