

# Recommended Engineering Practices

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## DO NOT

- Assume that anything found on the internet, in a book, in an academic paper, etc is open source or "in the public domain" or similar and can be copied and used unless it is explicitly stated.
- Assume that "translating" code, e.g. into a different language voids or circumvents the original code license
- Remove or in any way disturb existing licensing or copyright information.
- Rename open source modules or components.
- Copy/paste open source code into proprietary or third-party source code or vice versa without proper approval. Follow your company's policy.
- Commit open source or third-party code source into an internal product source tree without prior approval. Follow your company's policy.
- Merge or mix source code incoming under different licenses without prior approval. These instances are reviewed on a case-by-case basis due to the implications with respect to license compatibility and the arguments that could be made with respect to what is considered a derivative work. Follow your company's policy.
- Discuss compliance practices with individuals outside of your company.

## DO

- Request approval to use open source software before you commit the code into the product repo.
- Request approval before you link proprietary code to an open source library or vice versa. Follow your company's policy.
- Update the changelog for every file you modify to reflect the date of change, the author, and a short 1 line description of the change applied.
- Document the interfaces between any code you are writing as it helps understand the interactions and clarify compliance concerns.
- Save the web page documenting the license of the source code package you downloaded and save a mint (pristine/unmodified) copy of the package in a backup location.
- Verify that the license of the open source software you are about to upgrade is the same as the current version you are using. License changes can occur between versions.
- Verify that the license in the source code package matches that described on the project web site. In the event of doubt or discrepancy, contact the project for clarification.
- Request assistance in determining license(s) if it isn't completely clear or there is any doubt.