ACCORD PROJECT
SMART CITIES WORKING GROUP CHARTER

1. **Background**

   a. **Description and Goals**
      i. The purpose of the Accord Supply Chain Working Group is to produce the standards and open source tools required to bolster supply chain transformation with smart legal contracts. Key to this end is to integrate contracts and the contracting process directly into the sourcing, production, and distribution value chain.

   b. **Potential areas of focus and issues to address:**
      i. Erroneous pricing and other terms
      ii. Lack of visibility into compliance with purchase order fulfillment and delivery terms
      iii. Interaction of computable contracts with a variety of supply chain-related blockchains (e.g., trade finance, provenance, supply)
      iv. Warranty compliance and management
      v. Regulatory compliance with disparate regimes
      vi. Incorporating new data sources for cost-based pricing
      vii. Relationship management
      viii. Invoice, purchase order, and payables administration
      ix. Just-in-time contracting and supply chain financing
      x. Integration of master supply agreements with software systems that govern purchase orders, invoices, and related documents
      xi. Adjustment of contract terms due to changes in supply or downstream conditions
      xii. Sharing contract data among different supply chain-related participants.

2. **Governance**

   a. **Organization**
      i. Chair
         ● TBA
      ii. Members
         ● TBA

   b. **Decisionmaking**
      i. The Chair shall be responsible for carrying out the activities of the Working Group.

      ii.   The Chair and each member have equal voting rights unless otherwise agreed or indicated by Accord Project rules.

     iii.   The Chair may establish groups or committees of members subject to approval by the Accord Steering Committee, including a management committee made of the only members entitled to vote.

     iv.   Proposals for deliverables, the establishment of sub-groups and committees, and other activities, are to be made by the Chair and voted on by members, and documented and stored appropriately in the Accord Project's Confluence space (see below).

      v.   A quorum of 50% or greater (including the Chair) of members entitled to vote is required for any vote.

     vi.   Any tie breaking vote, where needed, may be made by the Chair.

    vii.   Any modifications to this Charter relating to governance may be made by the Chair subject to approval of the Accord Steering Committee.

c. Regular Working Group Meetings

      i.   Meetings will take place at least every two months. The date for the next meeting will be set at the previous meeting.

     ii.   Various methods of meeting (e.g. video conferencing, in-person) may be used by a given Working Group. Multiple methods of meeting may be used, as determined by the WG. For example, a Working Group may have an in-person meeting every two months supplemented by conference calls.

     iii.   Eligibility to participate: only Working Group members (including a proxy if an organizational member), or others as pre-approved by the Chair.

     iv.   Agenda and logistical information (e.g. dial-in information) to be distributed by email at least one week in advance by the Chair and based on prior consultation with Working Group members.

d. Infrastructure and Communications

      i.   WG Website

     ii.   [Slack](#)

     iii.   Confluence

     iv.   Conference Calls

e. Events

      i.   Conferences, meetups, and outward facing events intended to include participation by non-members of the Accord Project to be determined by Accord Steering Committee and Working Group Chair in consultation with Working Group members.

3. Deliverables

a. **Documents**
　　　　　i. Primers
　　　　　ii. Problems
　　　　　iii. Standards
　　　　　iv. Workflow diagrams
　　　　　v. Surveys and studies
　　　　　vi. Reports and analysis

　　　b. **Code and Technology**
　　　　　i. Technical Specifications
　　　　　ii. Software
　　　　　　　● Source code (Github)
　　　　　　　● Code-free software for use by non-technical members
　　　　　　　　　○ Apps
　　　　　　　　　　　■ [Neota Logic](#)
　　　　　　　　　　　■ [OutSystems](#)
　　　　　　　　　　　■ [Mendix](#)
　　　　　　　　　　　■ [Bubble.is](#)

4. **Potential Partner Organizations and Initiatives**

　　　a. [NYC Open Data](#)
　　　b. [Smart city solutions with Kaa IoT Platform](#)
　　　c. [City SDK](#)
　　　d. [Openlaws](#)
　　　e. [OpenStates](#)