CoSAI WS Leads Meeting

October 17, 2024

TSC and Workstream Governance

- TSC and Workstream (WS) [Governance document](#) can be found on GitHub
- TSC is responsible for <u>technical health and direction</u> of the project and is also responsible for releases and overseeing work of Workstreams (WS leads, Contributors, and Maintainers). The TSC reports to the PGB and is subject to the [CoSAI Governance](#).
- Workstream leads work closely with the TSC
- Workstream Leads are selected by the TSC via [lazy consensus](#) when the workstream is formed, and reconfirmed annually.

Role of Workstream Leads

WS Leads Responsibilities:

- Facilitation of WS meetings including setting an agenda, capturing minutes and following up on action items
- Ensure that progress is made on work assigned to the WS
- Facilitate voting as needed - OASIS staff can assist
- Responsible for keeping the WS on track with regard to the roadmap set by the TSC
- Serve as maintainer for relevant repositories: GitHub repo management including edits/updates, issue and PR backlog management, and delegating responsibility to a separate volunteer, if applicable
- Workstream Chairs report to the TSC on a regular basis about the progress of the WS.

Workstream Contributors

- You do not have to be a TSC member to contribute to a CoSAI workstream.
- Contributors do not need to work for a sponsor organization
- Anyone in the CoSAI community that contributes code, documentation or other technical artefacts to any of the workstreams, is a CoSAI Contributor.
- Every contributor is required to sign a [Contributor License Agreement (CLA)](#).
- Anyone can get involved and start contributing by requesting to join a WS mailing list, attending WS meetings, submitting an issue or a PR to a repository, or by participating in other official project tool.
- More on the CoSAI Contributor role [see here](#).

License and IPR

- Contributors of substantive content sign a CLA that includes patent non-assertion covenants.
  - You agree to license all of your rights in each of your Contributions, under the terms of the specific "*Applicable License*" designated for each repository
- This is a license by you as an individual, for your protection as a contributor as well as for the protection of OASIS Open and all who use the donated material.
- Code contributors grant *non-exclusive* license to others. They retain all rights to use their work in other projects.

- Link to Individual Contributor License Agreement (iCLA)

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Decision Making

- Asynchronous work is encouraged – using provided tools such as the email list, GitHub repositories, and other tools as requested.
- Use lazy consensus where possible, for the exception of where formal ballots are required by the OASIS Open Project Rules.
  - No need to establish a quorum during WS meetings
- Major changes on Github or to a WS document should be accompanied by a post on the WS mailing list as appropriate. Author(s) of the proposal, Pull Requests, or issues, will give a time period of 7 working days for comment and remain cognizant of popular observed world holidays.
- Lazy consensus does *not* apply to decisions regarding finalizing a WS deliverable or work product and moving a specification to the OASIS standards track.

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Workstream Tools and Communication

- Mailing lists are the official channels - public archives. WS Leads are moderators.
  - [Supply Chain Security WS list](#)
  - [Preparing Defenders WS list](#)
  - [AI Risk Governance WS list](#)
- GDrive (eCLA required for access):
  - [WS1 folder](#)
  - [WS2 folder](#)
  - [WS3 folder](#)
- GitHub: https://github.com/cosai-oasis
- Slack established by OASIS can be found via [this link.](#)

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