ATTACHMENT 1

Technical Charter (the "Charter")

for
Data Practices Community a Series of LF Projects, LLC

Adopted March 18, 2019

This charter (the "Charter") sets forth the responsibilities and procedures for contribution to, and oversight of, the **Data Practices Community** project which has been established as **Data Practices Community** a Series of LF Projects, LLC (the "Project"). LF Projects, LLC ("LF Projects") is a Delaware series limited liability company ("LF Projects"). All contributors to the Project must comply with the terms of this Charter.

1. **Mission and Scope of the Project**

    a. The mission of the Project is to foster a widely adoptable and effective modern approach to data teamwork through education, outreach, and exercises (the "Mission"). The Project will develop, maintain and publish a set of values and principles with respect to data practices (the "Values and Principles"), and support the collaborative development of open courseware reflecting the Values and Principles (the "Courseware").

    b. The scope of the Project includes the Mission and Courseware development under CC-By-4.0 or similarly open license, including documentation and the creation of other artifacts that aid the development, deployment, operation or adoption of the Values and Principles set forth in the project.

2. **Definitions**. Unless otherwise documented by the Steering Committee on the Project's web site:

    a. "Contributors" include anyone in the open data community who submits language, documentation, exercises or other artifacts to the Project for consideration by the Committers;

    b. "Committers" are Contributors who have earned the right to modify the Courseware content as determined by the process laid out by the Steering Committee;

    c. A Contributor may become a Committer by a majority approval of the existing Committers. A Committer may be removed by a majority approval of the other existing Committers; and

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    d. "Participant" is any Contributor, Committer, member of the Steering Committee or other individual or organization that contributes (individually or through its employees) to the development or maintenance of the Values and Principles and/or the Courseware.

2. **Steering Committee**

    a. The Project's Steering Committee (the "Steering Committee") will be responsible for all oversight of the Project and will be responsible for maintaining, approving contributions to and updating the Values and Principles. This includes defining the process of adding new Committers with respect to development of the Courseware, altering the Charter, and accepting contributions to the Project, including the Values and Principles.

    b. The members of the Steering Committee are those individuals listed on the Project's web site (the "Site" – https://datapractices.org) following the operational launch of the Project. The Steering Committee may choose an alternative approach for determining the voting members of the Steering Committee, and any such alternative approach will be documented on the Site. Any meetings of the Steering Committee are intended to be open to the public, and can be conducted electronically, via teleconference, or in person.

3. Courseware development projects generally will involve Contributors and Committers. The Steering Committee may adopt or modify roles so long as the roles are documented in the Project's web site and/or repository.

    a. Participation in the Project as a Contributor is open to anyone so long as they abide by the terms of this Charter.

    b. The Steering Committee may (1) establish workflow procedures for the submission, approval, and closure/archiving of Courseware or work related to the Values and Principles, (2) set requirements for the promotion of Contributors to Committer status, as applicable, and (3) amend, adjust, refine and/or eliminate the roles of Contributors, and Committers, and create new roles, and publicly document any Steering Committee roles, as it sees fit.

    c. The Steering Committee may elect a Steering Committee Chair, who will preside over meetings of the Steering Committee and will serve until their resignation or replacement by the Steering Committee.

    d. Responsibilities: The Steering Committee will be responsible for all aspects of oversight relating to the Project, which may include:

        i. coordinating the direction of the Project;

        ii. approving project or system proposals (including, but not limited to, incubation, deprecation, and changes to a sub-project's scope);

    iii. organizing sub-projects and removing projects;

    iv. creating sub-committees or working groups to focus on cross-project issues and requirements;

    v. appointing representatives to work with other open data or open standards communities;

    vi. establishing community norms, workflows, issuing releases, and security issue reporting policies;

    vii. approving and implementing policies and processes for contributing (to be published in the Project's web site and/or repository) and coordinating with the Series Manager to resolve matters or concerns that may arise as set forth in Section 7 of this Charter;

    viii. discussions, seeking consensus, and where necessary, voting on matters relating to the Values and Principles or Mission; and

    ix. coordinating any marketing, events, or communications regarding the Project with the LF Projects Manager or their designee.

4. **Steering Committee Voting**

    a. In order to maintain momentum and agility, the Project will use a Lazy Consensus (http://rave.apache.org/docs/governance/lazyConsensus.html) model for decision making on all non-substantive matters. Substantive matters requiring a vote include:

        i. Alterations to the governance documents (Section 9.a)

        ii. Licensing decisions

    b. While the Project aims to operate on a lazy consensus model, if any Steering Committee decision requires a vote to move the Project forward, the voting members of the Steering Committee will vote on a one vote per voting member basis.

    c. Voting quorum for a vote for Steering Committee meetings requires at least fifty percent of all voting members of the Steering Committee to be present. The Steering Committee may continue to meet if quorum is not met but will be prevented from making any decisions on the proposed topic requiring a vote.

    d. In the event a vote cannot be resolved by the Steering Committee for a matter requiring a vote, any voting member of the Steering Committee may refer the matter to the LF Projects Manager for assistance in reaching a resolution.

5. **Compliance with Policies**

a. This Charter is subject to the Series Agreement for the Project and the Operating Agreement of LF Projects. Participants will comply with the policies of LF Projects as may be adopted and amended by LF Projects, including, without limitation the policies listed at https://lfprojects.org/policies/.

b. The Steering Committee may adopt a code of conduct ("CoC") for the Project, which is subject to approval by the Series Manager. All Participants will comply with the CoC or, in the event that a project-specific CoC has not been approved, the LF Projects Code of Conduct listed at https://lfprojects.org/policies/.

c. When amending or adopting any LF Projects policy applicable to the Project, LF Projects will publish such policy, as to be amended or adopted, on its web site at least 30 days prior to such policy taking effect; provided, however, that in the case of any amendment of the Trademark Policy or Terms of Use of LF Projects, any such amendment is effective upon publication on LF Project's web site.

d. The Project must allow for open participation from any individual or organization meeting the requirements for contribution under this Charter and any policies adopted for all Participants by the Steering Committee, regardless of competitive interests. Put another way, the Project must not seek to exclude any Participant based on any criteria, requirement, or reason other than those that are reasonable and applied on a non-discriminatory basis to all Participants in the Project.

e. The Project will operate in a transparent, open, collaborative, and ethical manner at all times. The output of all Project discussions, proposals, timelines, decisions, and status should be made open and easily visible to all Participants. Any potential violations of this requirement should be reported immediately to the LF Projects Manager.

6. **Community Assets**

a. LF Projects will hold title to or have the right to use all trade or service marks used by the Project ("Project Trademarks"), whether based on common law or registered rights. Project Trademarks will be transferred and assigned or licensed to LF Projects to hold on behalf of the Project. Any use of any Project Trademarks by Participants will be in accordance with the license from LF Projects and inure to the benefit of LF Projects.

b. The Project will, as permitted and in accordance with such license from LF Projects, develop and own or have the right to use all Project and social media accounts, and domain name registrations created by the Project community.

c. Under no circumstances will LF Projects be expected or required to undertake any action on behalf of the Project that is inconsistent with the tax-exempt status or purpose, as applicable, of LFP, Inc. or LF Projects, LLC.

7. **General Rules and Operations.**

a. All Participants will:

    i. engage in the work of the Project in a professional manner consistent with maintaining a cohesive community, while also maintaining the goodwill and esteem of LF Projects, LFP, Inc. and other partner organizations in the data practices community; and

    ii. respect the rights of all trademark owners, including any branding and trademark usage guidelines.

8. Intellectual Property Policy

a. Participants acknowledge that the copyright in all new contributions will be retained by the copyright holder as independent works of authorship and that no contributor or copyright holder will be required to assign copyrights to the Project.

b. Except as described in Section 7.c., all contributions to the Project are subject to the following:

    i. The project does not anticipate receiving code contributions, but any new inbound code contributions to the Project must be made using an OSI-approved open source license specified for the Project within the "LICENSE" file within the Project's code repository (the "Project License"). Contributions will be made pursuant to a developer-certi

    ii. The Values and Principles, Courseware and related documentation will be made available by the Project under the Creative Commons Attribution 4.0 International License (available at http://creativecommons.org/licenses/by/4.0/).

    iii. Any rights in data included in a contribution will be made available under the CDLA-Permissive 1.0 License. For the avoidance of doubt, any data that is linked from, or referenced as part of, a contribution to the Project will not be deemed to be contributed to the Project.

    iv. All inbound contributions must also be accompanied by a Developer Certificate of Origin (http://developercertificate.org) sign-off in the repository that is submitted through a Steering Committee-approved contribution process which will bind the authorized contributor and, if not self-employed, their employer to the applicable license.

    v. The Project may seek to integrate and contribute back to other open source projects ("Upstream Projects"). In such cases, Contributors and Committers will conform to all license requirements of the Upstream Projects, including dependencies, leveraged by the Project.

c. The Steering Committee may approve the use of an alternative license or licenses for inbound or outbound contributions to the Values and Principles or Courseware on an exception basis. To request an exception, please describe the contribution, the alternative license(s), and the justification for using an alternative open license for the Values and Principles or Courseware. License exceptions must be approved by a two-thirds vote of the entire Steering Committee. Contributions should contain license information indicating the open license or licenses pertaining to such contributions.

9. Amendments

a. This charter may be amended by a two-thirds vote of the entire Steering Committee and is subject to approval by LF Projects.