Liberty Alliance Special Interest Groups Policy

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Scope
This policy establishes Special Interest Groups (SIGs) as a feature of the Liberty Alliance. Membership eligibility, structural features, and the relationship of SIGs to other groups within Liberty and external to Liberty are discussed.

Motivation for establishing SIGs
SIGs offer members an opportunity to join with other Liberty Alliance members as well as other public participants in a particular vertical industry segment (e.g. government, aerospace) or other common interest area (e.g. geographic, topical) to discuss issues around adoption, roll-out, and use of Liberty Frameworks; technology specifications, business & policy guidelines, certification, and the like. SIGs are a mechanism for discussion at any time of year, not just at All Participants meetings.

Relationship to other Liberty Alliance Groups
There is no formal relationship between SIGs and other Liberty groups aside from the Management Board where the SIG is obligated to provide quarterly status reports of their activities. However, SIGs can be an important source of input to Expert Groups and can provide critical analysis of Expert Group output prior to publication in accordance with ALL PARTICIPANT reviews of Expert Group output.

Membership of SIGs
All Sponsor, Affiliate, and Associate members of the Liberty Alliance are eligible to join all SIGs. SIG’s that are not established as Liberty Confidential shall be open to non-members of Liberty Alliance.

SIG Formation:
The creation of a SIG requires sponsorship of at least three Members, at least one of whom must be a Sponsor Member of the Alliance. To initiate the creation of a SIG, the sponsoring Members must submit a proposed charter for the SIG to the Management Board for review and approval. A SIG does not form until a charter has been approved by the Management Board.
The SIG charter must:
- Enumerate the co-proposing members
- Specify whether the SIG will be Liberty Confidential or Public.
- Detail the groups topical focus area, purpose, and objectives

All SIGs are considered Public facing unless they have indicated a confidentiality need to the Management Board and have been chartered (or re-chartered) to be Liberty Confidential.

Upon approval of the SIG charter by the Management Board, the SIG sponsoring members are to draft and send an invitation to participate message to Liberty membership that includes the charter and first meeting date.

SIG Structure and Operation:
- SIGs shall choose a chair from Sponsor members of the SIG. The primary role of the SIG Chair will be to drive discussion and exchange of ideas. In addition, when necessary, the Chair will act as liaison to Expert Groups and the Management Board. The Chair shall report status of the SIG to the Management Board no less than quarterly.
- Budget requests, if any, shall be made directly to the Management Board.
- All SIGs, unless chartered as Liberty Confidential, can have non-Liberty members as full participants.
- Each SIG will have a Liberty-sponsored mail list and Liberty Wiki that any member may subscribe to and use.
- Documents produced by a SIG are not formal Liberty Alliance output as specified by the Liberty Alliance document policy SIG output may not be referred to as Liberty Alliance documents
- A Sponsor Member participating in a SIG may contribute SIG-produced material to be considered for publication by Liberty Alliance into an Expert Group or Services Group Subteam as an individual contribution in accordance with Alliance policies.
- SIGs shall be run by consensus whenever possible and otherwise rely on Robert’s Rules of Order for formal voting rules.
- SIGs will be provided with a conference call bridge.

Meetings
- Meeting space and logistical support for each SIG will be provided during Liberty Alliance Plenary Meetings on a case-by-case, first-come-first-serve basis, subject to availability
- SIGs may meet at such other times and places as they deem appropriate.