

# openMDM® Eclipse Working Group service order and delivery

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## Contents

Contents .....	1
Scope of this document .....	1
Actors .....	1
Skills required.....	2
Further conditions .....	<b>Fehler! Textmarke nicht definiert.</b>

## Scope of this document

This document describes, how the budget, which is obtained through the openMDM® EWG membership fees, shall be managed and/or used.

## Relevant documents

- Eclipse Bylaws
- OpenMDM® EWG charter
- openMDM® EWG membership agreement
- Eclipse compliance standards (open – information needed)
- Eclipse purchase conditions (open – information needed)

## Actors

- Eclipse foundation (furthermore referenced as “Eclipse”) – the Eclipse foundation:

Eclipse foundation, Inc.  
102 Centerpointe Drive  
Ottawa, ON, Canada, K2G6B1

Represented by (open – to be defined)

- openMDM® EWG (furthermore referenced as “the EWG”– the openMDM® Eclipse Working Group as stated in the openMDM® EWG’s charter. Organizational unit of Eclipse.

Represented by its steering committee

- openMDM® EWG SC (furthermore referenced as “the SC”– the openMDM® Eclipse Working Group steering committee as defined in the openMDM® EWG’s charter

Represented by its speaker (furthermore referenced as “SC speaker”)

- openMDM® EWG member (furthermore referenced as “member”) – a single member, represented by the currently for the EWG defined contact person of the member

## Organizational situation

All actors are part of the Eclipse organization.

## Obtaining the budget

The budget is obtained annually through the EWG’s membership fees by Eclipse.

## Assigning the budget

- The members can propose packages (result packages, service packages). The proposal shall define quality, quantity and further conditions like delivery date for instance.
- The packages have to be presented to and confirmed by the SC.
- The SC defines acceptance criteria, a (confidential) budget frame and responsible EWG roles for the acceptance
- The packages confirmed and bundled by the SC are passed to Eclipse to process them
- Eclipse must execute an open request for orders (publication at least through the open eclipse mailing list [open-measured-data-wg@eclipse.org](mailto:open-measured-data-wg@eclipse.org))
- Eclipse foundation presents all available offers (should normally be 3 - more welcome) to the SC ★.
- The SC takes the decision to produce the deliverables / provide the services by simple majority vote and assigns the corresponding budget ★.
- Eclipse foundation executes the services / produces the deliverables according to the SC decision ★.

Requests can be rejected.

- ★ Exceptions can be allowed by simple majority vote in the SC.

## Service delivery

During the execution of the packages the deliverables shall be delivered to the responsible defined by the SC. The responsible shall have close contact and continuous monitoring to the service provider to help to ensure the quality of the deliverables. Correspondence shall be documented in an issue tracking system visible to the EWG public.

## Acceptance and accounting

- the responsible reports status of the delivery to the SC
- Eclipse delivers on a 3-monthly base a report containing:
  - status of membership fees obtained
  - status of deliverables and budget spent for that
  - current balance
- the report is reviewed on the next corresponding SC meeting