

ONF Reference Design Process and Procedure Overview

Approved by ONF Board July 11th, 2018

Background: Open Networking Foundation (“ONF”) is embarking on a new set of activities to create Reference Designs that are intended to be developed by ONF and its partners and then published to the general public. These Reference Designs can be used in conjunction with ONF’s projects and platforms. ONF is creating a framework for the creation and publication of the Reference Designs. It is intended that the Reference Designs will fall within the definition of Final Specification as defined in the ONF IPR Policy.

Relevant ONF Groups:

- Technical Leadership Team (“TLT”): appointed by the ONF board of Directors and functions as a subcommittee of the Board; sets the direction and goals for the Reference Design at the beginning of each Reference Design development cycle; approval to release to the ONF membership for review; and approval after the review period by the ONF Membership.
 - Each ONF Board Member serving an indefinite term may appoint one individual to the TLT. At-large Board Members (serving a limited term) are not eligible to appoint individuals to the TLT.
- Reference Design Teams: composed of ONF and its Partners that contribute resources (engineering and financial) that are used in the creation of the draft Reference Designs.
- ONF Partners: Member companies that have signed a separate Partner Agreement and have paid the Partner fee to ONF (currently \$500,000 per year).
- ONF General Membership: Member companies that have paid the annual dues (sliding scale based on company revenue, with membership fees currently ranging from \$1500 to \$50,000 per year) and are in good standing will be reviewing and providing comments to each of the draft Reference Designs released by the TLT to the ONF Membership for review.

Process for Reference Design Development

- TLT sets the direction and goals for a particular Reference Design.
- TLT creates the Reference Design Team to pursue the associated Reference Design. TLT members committed to the reference design (or their designate) will form the seed of the RDT. Partners not otherwise represented by this seed team may nominate a delegate, with the RDT seed team having veto authority on any nominee joining the team.

- Draft(s) of the Reference Design are created by the respective Reference Design Team
- Reference Designs will include a statement reminding the reader that during their formation RDs are only accessible to ONF Partners and its content should not be shared outside this group.
- Every RDT will create a presentation and/or document that is approved for public consumption.
 - TLT trusts any person who has access to RDT to use the appropriate judgement in what to share publicly.
 - If one is unsure, the TLT should be consulted for guidance.
- Upon reaching draft stage and a reasonable level of architectural and exemplar platform stability as defined in the ‘Alpha Stage Criteria’ section in the Reference Design document, TLT will send drafts to ONF General Membership for review and comment.
- ONF members have a minimum of 60 days to review and comment. TLT may choose to extend the review period. This review period will satisfy the 60-day Member review period under the ONF IPR Policy as it relates to Final Specifications.
 - Any comments raised by membership will be reviewed by the TLT. The TLT may take direct action or refer the matter to the ONF Board and/or ONF legal counsel.
- After minimum 60 day review by ONF General Membership, TLT may at its discretion petition the ONF board to release an RD as a Final Specification.
 - The TLT may also withdraw the draft from review, or revise the draft (creating a new version) and optionally release this for review, thus starting a new 60-day minimum review period.
- ONF Board of Directors, at its discretion, may choose to approve the draft as a Final Specification. Before approval, any content in the Notice section of the draft will be reviewed by ONF legal counsel.
 - If approved by ONF board, the Reference Design is published to the public as an ONF ‘Final Specification’.

Licensing terms of the Reference Design are as set forth in ONF’s IPR Policy:

- <https://www.opennetworking.org/wp-content/uploads/2017/07/ONF-IPR-Policy-2016.pdf>