



Governing Party Policies

A controlled document of the Yoma Rules

Version 1.0
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This publicly available <guide, template, spreadsheet, etc.> was approved by the ToIP Foundation Steering Committee on [date of approval (dd month yyyy)].

The mission of the [Trust over IP \(ToIP\) Foundation](#) is to define a complete architecture for Internet-scale digital trust that combines cryptographic assurance at the machine layer with human accountability at the business, legal, and social layers. Founded in May 2020 as a non-profit hosted by the Linux Foundation, the ToIP Foundation has over 300 organizational and 100 individual members from around the world.

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This is a **controlled document** of the **Yoma Rules (YR)**. If you have comments or suggestions, we invite you to contribute them via the [Yoma Ecosystem Task Force](#) at the Trust over IP Foundation. Access is open to anyone, please visit our [Meeting Page](#).

Document Name	Yoma Governing Party Policies
Version	V1
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Status	Draft
Governs	Chartering, Types and Membership, Chairpersons, Facilitators, Voting, Self-Organization, Meetings, and Meeting Pages
Governed By	administering authority

1 Chartering

The organizers of a new Yoma governing **party** **MUST** submit a charter to the **administering authority** or the **governing authority** of the **yoma community**.

1. The charter **MUST** be based on the [Yoma Governing Party Charter Template](#) .
2. This template **MUST** include:
 - a. Version number and date of approval.
 - b. General Policies.
 - c. Status (see Types and Membership, below).
 - d. Purpose.
 - e. Principles (if any beyond the Core Principles).
 - f. Activities and Duties.
 - g. Membership.
 - h. Chairperson(s).
 - i. Facilitator(s).
 - j. Voting.
 - k. Funding.
 - l. Meeting Schedule.
 - m. Meeting Page.
 - n. Version History. The version history **MUST** include the version numbers,

- dates, and links to all previous versions of the charter.
3. After the required public review period (see **Yoma Rules** V1 Primary Document section 12.1 Revisions), a new or revised charter **MUST** be approved by the **governing authority** before it becomes active.
 4. Once approved, information about the new or revised Yoma **governing party** **MUST** be added to:
 5. The *Yoma Governance Requirements* controlled document, including all the information required therein.
 6. The <https://yoma.foundation> website.

2 Types and Membership

1. A Yoma governing party **MUST** be one of the following types:
 - a. Council.
 - b. Committee.
 - c. Working Group.
2. All Yoma governing parties **MUST**:
 - a. Have at least one and **MAY** have up to three chairpersons, either appointed by the yoma senate or elected by their members.
 - b. Have at least five members, including the chairperson(s).
 - c. State any other specific membership requirements in its charter.
3. A council:
 - a. **MUST** be made up of yoma members
 - b. **MUST** have at least one chairperson elected by their members who shall serve as a member of the yoma senate.
 - c. **MAY** limit the total number of voting members.
 - d. **SHOULD** establish membership term limits.
4. A committee:
 - a. **MUST** be made up of yoma members
 - b. **SHOULD** have a member of the yoma senate serving as at (least one of) its chairperson(s).
 - c. **MAY** limit the total number of voting members.
 - d. **SHOULD** establish membership term limits.
5. A working group:
 - a. **MUST** be open to participation by any stakeholder in the Yoma ecosystem, even if they are not yoma members.
 - b. **MUST NOT** establish membership term limits.

3 Chairpersons

1. A chairperson of a Yoma **governing party**:
 - a. **MUST** be a member of that Yoma governing party.
 - b. **MUST NOT** be an employee of the administering authority or the yoma platform operator unless an exception is made through a vote of its members.
 - c. **SHOULD NOT** be a chairperson of another Yoma governing party.

2. If a Yoma governing party has more than one chairperson, they **MUST NOT** be affiliated with the same organization.

4 Facilitators

1. A Yoma governing **party** **SHOULD** have one or more facilitators
2. It is **NOT REQUIRED** for a facilitator to be a member of that governing party.
3. An employee of the **administering authority** or the **yoma platform operator** **MAY** serve as a facilitator.

5 Subgroups

1. In keeping with the Yoma principles 3.4 decentralization, and 4.3 innovation at the edge (section.8 of the Yoma Rules V1), all Yoma governing parties **SHOULD** self-organize and delegate work to subgroups as much as possible.
2. A Yoma governing party **MAY** appoint the following types of subgroups as needed to accomplish its mission:
 - a. Team—an ongoing subgroup organized around a focus area.
 - b. Task Force—a short-term subgroup organized to accomplish a specified task within a specified time period.
3. An organized subgroup of a Yoma governing party **MUST** be listed on its meeting page together with information about how to participate in that subgroup.
4. An organized subgroup **SHOULD** maintain its own meeting page separate from but linked from the governing party's main meeting page.

6 Funding

1. A Yoma Governing party **MAY** request a specified level or type of funding in its charter.
2. A Yoma Governing party **MAY** make a special request for funding to engage outside professionals or other external resources to assist in their work provided any financial compensation is approved by the Yoma Foundation Executive Director.

7 Voting

1. **All** Yoma **governing parties** **SHOULD** strive to reach decisions by consensus.
2. Consensus **MAY** be achieved via discussion at a web-meeting or face-to-face meeting or via any online mechanism, such as a mailing list, that provides adequate notice to all members and enables any member to lodge an objection and request a formal vote.
3. When a formal vote is required, it **MUST** be conducted using a voting process agreeable to the majority of the group, or if such an agreement cannot be reached, then under [Roberts Rules of Order, Newly Revised](#), 11th Edition, ISBN [978-0-306-82021-2](#).

4. If members feel that a decision has been reached improperly, they may appeal the decision to the **Yoma senate** who **MUST** serve as the final authority in all disagreements.

8 Intellectual Property Rights

1. In keeping with the mission of the Yoma Foundation as an open public trust organization, all contributions by participants in a Yoma Governing party **MUST** be free of intellectual property rights or other usage restrictions.
2. Excluding explicit contributions as defined in 8.1, participants in a Yoma Governing party retain all rights to their existing intellectual property and participation in a Yoma Governing party **MUST NOT** be construed as a license to any existing intellectual property rights.

9 Meetings

1. In keeping with the Open & Transparent Principle (**Yoma Rules** V1 section 10.5.3) **Yoma governing parties**
2. **MUST** conduct open, transparent meetings with the exception of special closed sessions.
3. **MUST** only conduct special closed sessions (not open to the public) when the group needs to deal with matters where confidentiality is required due to:
4. Legal regulations.
5. Security concerns (breach responses, confidential procedures, etc.).
6. Steward concerns (policy violations, business transitions, etc.)
7. Discrimination, harassment, or other human resource matters.
8. Other matters where confidentiality is advised by Yoma Foundation legal counsel.
9. **SHOULD** conduct meetings that allow virtual participation whenever possible.

10 Meeting Pages

1. All Yoma **governing parties** **MUST** maintain a meeting page based on the [Yoma Governing party Meeting Page Template](#).
2. A link to the meeting page for a Yoma governing **party** **MUST** be included in the listing in the *Governance Requirements* Controlled Document and on the <https://yoma.foundation> website.
3. The meeting page **MUST** include:
 - a. All information about the group listed in *Governance Requirements* controlled document, including a link to the current charter.
 - b. A list of the current chairperson(s).
 - c. A list of the current facilitator(s).
 - d. A list of current active members.
 - e. Information about how to join the group.
 - f. Information about any organized subgroups, including:
 - i. The name and purpose of the subgroup.

- ii. Membership requirements.
 - iii. Instructions on how to participate.
 - iv. A link to the subgroup's meeting page, if applicable.
 - g. A schedule of open public meetings.
 - h. Information about how to participate in open public meetings (physical or virtual).
 - i. Information about how to participate in open public chat channels if available.
 - j. Agendas and meeting minutes/notes listed in reverse chronological order.
 - k. Links to any archived versions of the meeting page.
4. The minutes or notes of each meeting **MUST** be recorded on or linked to the meeting page.

11 Reporting

1. All Yoma governing **parties**:
 - a. **SHOULD** be directly represented in the **yoma senate**
 - b. **MUST** be able to send representatives to observe the deliberations of the **yoma senate**
 - c. **MUST** publish a regular summary report at least once per year, available to all **yoma members**
 - d. **MUST** be available to other governing **parties** as requested in order to represent the interests of those **yoma members** who have elected them.



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- ❖ Specifications to be implemented in code
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