



Governance Requirements

A controlled document of the Yoma Rules

Version 1.0
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This is a **controlled document** of the **Yoma Rules (YR)**.

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1.1 Purpose

The purpose of this document is to provide RECOMMENDATIONS to the **yoma community** for the **governance** of the **yoma community** in compliance with the **principles**.

As the legal entities which might act as **governing authority** and **administering authority** and **yoma platform operator** in the future are yet to be incorporated, it is expected that many of these requirements will be revised.

1.2 Governing Parties

The following **governance** model is RECOMMENDED for the **yoma community**.

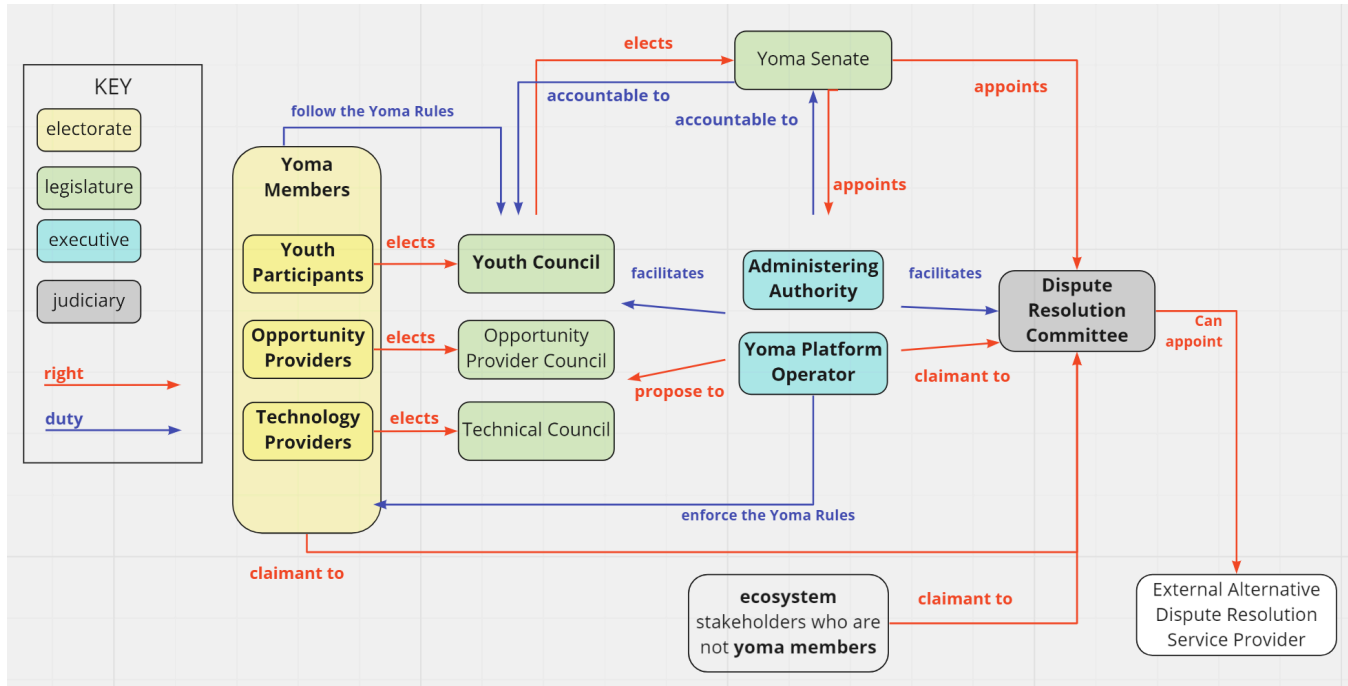


Figure 1 RECOMMENDED governance model for the yoma community

[See MiroBoard](#)

1. All governing parties SHALL comply with the [Yoma Governing Party Policies](#) which is a controlled document of the YR.
1. It is RECOMMENDED that the yoma community establish a bicameral system for the governing authority for the yoma community, that:
 - a. MUST include at least one youth council that is exclusively elected by yoma members with the yoma role of youth participant
 - b. The administering authority SHOULD establish an interim youth council to ensure that youth participants have a direct voice and can participate in the design and development of the long-term governance model for the yoma community.
 - c. SHOULD include at least one other council to represent the interests of other yoma members.
 - d. SHOULD include a yoma senate which
 - i. MUST include elected representatives from yoma members with the yoma role of youth participant
 - ii. SHOULD include elected representatives for other yoma members
 - iii. SHOULD be the governing authority of the yoma community
 - iv. MUST comply with the Trust over IP Foundation Governance Metamodel standards for governing authorities.
2. The yoma community MUST adequately resource all governing parties
 - 2.1. MUST provide training and advisory services so that all yoma members serving as members of governing parties understand their rights and duties.

- 2.2. MUST provide resources to overcome barriers to service as a member of a **governing party**, for example providing a **guardian** with a **helper** so that a person with a disability is able to serve
- 2.3. Yoma members SHOULD be paid for their time and service.

1.3 General Governance Requirements

- 3. Youth Agency & Empowerment First
 - 3.1. The **administering authority** MUST include **youth participants** in decision making related to the **Yoma Rules** and their enforcement
 - 3.2. The **administering authority** MUST go through a period of consultation with **Youth participants** for example using a survey when making changes to the business operating model or the **yoma platform**
 - 3.3. The **administering authority** SHOULD include **youth participants** or their representatives, on the board or similar decision-making bodies within the **administering authority**.
- 4. Open and Transparent
 - 4.1. All **governance** activities within the **yoma community** MUST be open and transparent.
 - 4.2. The administering authority and the yoma platform operator:
 - 4.2.1. SHOULD publish annual audited accounts
 - 4.2.2. MUST publish an annual report including their activities, financial accounts and decisions in the previous year, and their plans and budget for the year ahead.
 - 4.2.3. SHOULD translate the YR and other key publications into at least the official languages in use within the legal jurisdiction of the yoma community.
- 5. Separation of Powers
 - 5.1. There SHOULD be separation of powers within the **yoma community**.
 - 5.2. The legislature (**governing authority** if one is appointed), the executive (**yoma platform operator**) and the judiciary (**Dispute Resolution Committee**) SHOULD be separate **parties**.
- 6. Explainable Artificial Intelligence (AI)
 - 6.1. The administering authority and the governing authority MAY employ AI.
 - 6.2. If **AI** is used for automated decision-making or policy enforcement, for example using machine-readable **governance** then it MUST be explained in a child-friendly way in the user interface. Artificial Intelligence (AI)
 - 6.3. If AI is used, then the administering authority MUST add a controlled document to the Yoma Rules.
 - 6.4. If such a controlled document is added, it SHOULD be based on [UNICEF AI Policy Guidance for Children Draft 0.1 \(September 2020\)](#) or any newer versions of the same.
- 7. Democratic governance.
 - 7.1. All **governance** decisions SHOULD be democratic, other decisions related to the operations and functionality of the **yoma platform** MAY be democratic.
 - 7.2. Democratic **processes** SHOULD comply with the [European Commission for Democracy through Law \(Venice Commission\) Convention on the Standards of Democratic](#)

- [Elections. Electoral Rights and Freedoms in the Member States of the Commonwealth of Independent States \(January 2007\)](#) in particular Article 2 Universal Suffrage, Article 3 Equal Suffrage, Article 7 Open & Transparent Elections, Article 9 Authentic Elections, Article 10 Fair Elections, and Article 15 Status and Powers of International Observers.
8. [Decentralization via local communities.](#) The **administering authority** SHOULD provide tools and services which enable **yoma members** to develop **yoma communities** under their own **governance** and with their own **administering authority** and/or **governing authorities**
 9. Community Accountability
 - 9.1. The **yoma community** MUST be accountable to the communities in which it operates. A community may be a geo-local community (e.g. a town) or it may be a community of interest (e.g. a trade union).
 - 9.2. The **administering authority** MAY appoint local community representatives.
 - 9.3. The **administering authority** MAY hold regular public meetings where local communities are informed of Yoma activities within their local community.
 10. [Sustainability](#) The **administering authority** MUST have an economically sustainable business model for the long term which accounts for environmental and social impact on the Yoma **ecosystem**.
 11. [Interoperability](#) All products of the **administering authority** or the **governing authority** MUST be made available on an [open source](#) or creative commons basis or made available royalty and licence-free.
 12. The **administering authority** MUST comply with and SHOULD be certified against the [ISO/IEC 27001 Information Security standard](#),

1.4 Change Process

13. The **administering authority** must establish a change **process** which SHOULD be used in all or in part for revisions to the **Yoma Rules** or for **xYRs**.
14. The change **process** MAY consist of the following or similar steps.
 - 14.1. Change request is sent to the **administering authority** via email to help@yoma.foundation. The request should include:
 - 14.1.1. Contact details for the requestor
 - 14.1.2. Rationale for proposed change
 - 14.1.3. Demonstration of how the proposed change supports the Yoma values, for example a translation would support values of Fairness & Inclusion and Community.
 - 14.1.4. A proposed text for the revision or the **xYR**.
 - 14.2. The **administering authority** SHOULD acknowledge receipt of the request within 7 days.
 - 14.3. The **administering authority** SHOULD carry out an internal review and risk assessment of the proposed change within 30 days from the date of acknowledgement. If the change is a translation, then the text SHOULD be reviewed by at least one other native speaker of the relevant language who is also a native English speaker.
 - 14.4. The **administering authority** MAY suggest revisions to the proposed change prior to

- publishing. If revisions are requested, then the **process** starts again
- 14.5. The **administering authority** MUST publish the proposed change at www.yoma.foundation within 60 days from the date of acknowledgement.
 - 14.5.1. The **administering authority** MUST publish details of how **Yoma members** can provide comments on the proposed change.
 - 14.5.2. This MUST include a digital method of providing comments, for example email or an online survey.
 - 14.5.3. This SHOULD include a non-digital method of providing comments.
 - 14.5.4. If the **administering authority** has carried out an internal review and risk assessment (step 12.3 above), then they MUST also publish their findings, highlighting any changes or revisions that have already been made.
 - 14.6. The **administering authority** MUST allow 60 days for consultation within the **yoma community**.
 - 14.7. The administering authority MUST send the results of the consultation to the change requestor. If there are further revisions to the proposed text, then the **process** starts again.
 - 14.8. The **administering authority** SHOULD provide a mechanism for those **Yoma members** to vote on whether or not the **Yoma Rules** should be changed (revised or translated) as proposed. If there is a voting mechanism, then
 - 14.8.1. The voting mechanism MUST be fair and democratic
 - 14.8.2. The voting mechanisms and channels MUST be accessible to all **Yoma members**.
 - 14.8.3. The **administering authority** SHOULD have an independent observer to monitor the **process**.
 - 14.9. If, as a result of the consultation and / or voting process, the change is approved then the **administering authority** must publish the revised or translated **Yoma Rules** at www.yoma.foundation within 30 days of approval.

1.5 Alternative Dispute Resolution

15. The administering authority MUST implement an Alternative Dispute Resolution (ADR) process that MUST
 - 15.1. Be open to all yoma members
 - 15.2. Be open to ecosystem or local community stakeholders if disputes or conflicts arise between them and yoma members, and which are related to use of the yoma platform.
 - 15.3. If a **yoma member** or **ecosystem** or local community stakeholder wants to raise a complaint or grievance then they shall have the **yoma role** of **claimant**.
16. It is RECOMMENDED that the ADR process be based on the [Ethical Principles for ODR](#) (The National Centre for Technology & Dispute Resolution) or similar.
17. The ADR process SHOULD have at least the following features or similar:
 - 17.1. Safeguarding: Any yoma member MUST be able to raise a complaint or grievance confidentially and anonymously via a **trusted third party (TTP)**.

- 17.2. Helping: Any yoma member **MUST** be able to appoint a **guardian** to support them through the process.
- 17.3. Negotiation: **Claimants** SHALL first seek to resolve any conflict or dispute directly between themselves and in their local context.
- 17.4. Mediation: The **administering authority** SHOULD make available the services of an external ADR service provider.
- 17.5. Arbitration: The **governing authority** SHOULD establish a **Dispute Resolution Committee** with **duties** to act as a final arbiter of the ADR process.



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