

INTERNET-DRAFT

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[draft-ietf-proto-wgchair-discuss-pilot-03.txt](#)

Category

Informational

Expires: November 2004

May 2004

Pilot: Working Group Chair Followup of DISCUSS Comments

<[draft-ietf-proto-wgchair-discuss-pilot-03.txt](#)>

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Abstract

As of this writing, many efforts aimed at streamlining various IETF processes are underway. One such effort is the Process and Tools, or PROTO Team. The PROTO Team is an IESG-driven activity focused on improving the work flow of approval of documents, and the tools that support this work flow. This document describes a pilot process designed by the PROTO Team to streamline document flow by allowing working group chairs to coordinate the resolution of IESG DISCUSS comments.

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1. Introduction

As part of the ongoing effort to streamline various IETF processes, the PROTO team [[PROTO](#)] has designed a set of pilot projects to test possible changes to current document flow processing. This document describes a pilot project designed to allow working group chairs to follow up on IESG DISCUSS [[IDTRACKER](#)] comments, and thereby offload that function from shepherding Area Director (AD) and improve process efficiency. Finally, [[KLENSIN](#)] describes the rationale for supporting piloting of process changes.

2. Pilot Description

This pilot is designed to allow a working group chair to follow up on and resolve the DISCUSS comments for a given internet draft, and by doing so increase the efficiency of the IETF document process flow. The next section defines the terminology used throughout the document, and remainder of the document describes the details of the pilot.

3. Definitions

3.1. Shepherding

[MANKIN] defines the basic concept of document shepherding as

"...a single person (an AD currently) to take responsibility for a document from the time the WG Chair(s) requests the IESG to publish it to the time that it is given final edits by the RFC Editor. The motivation is for the shepherd to provide needed coordination."

3.2. Shepherding Working Group Chair (SWGC)

The Shepherding Working Group Chair, or SWGC, is a working group

chair that has been selected by the appropriate AD(s) to participate in the pilot described in this document. Note that the Working Group Secretary (if such exists) may also serve as the SWGC.

3.3. Pilot Internet Draft (PID)

The Pilot Internet Draft, or PID, is an Internet draft which a shepherding working group chair takes through the post-working group last call stages of the approval and publication process. The approval of the responsible Area Director is necessary to make an Internet draft part of the pilot.

3.4. Responsible AD

The responsible AD is the Area Director who is responsible for the draft.

3.5. DISCUSSing AD

The DISCUSSing AD is the Area Director who has raised the DISCUSS comments (as documented in the ID Tracker).

4. Participants

TBD

5. Duration

TBD

6. Pilot Process -- Details

In this section we detail the steps that a SWGC will take in resolving the DISCUSS items against a given PID. The steps are given below, in the order that they are to be executed.

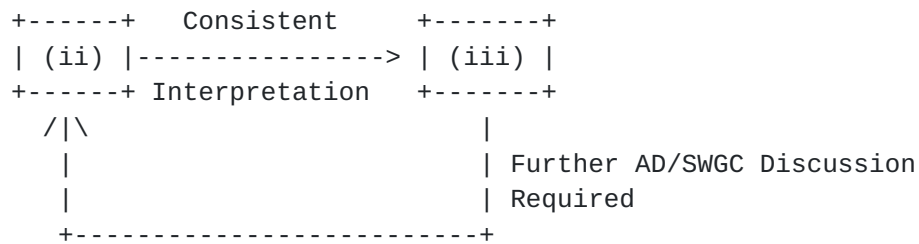
- (i). Immediately after the weekly IESG conference call, the SWGC queries the ID tracker [[IDTRACKER](#)] to collect any DISCUSS comments raised against the PID. In order to accomplish this, the SWGC's email address must be added to the "State Change Notice To:" field in the ID tracker. This will result in an email to the SWGC when the document is moved from the "IESG Evaluation" state to the "IESG Evaluation/New ID Needed state", which occurs after the IESG teleconference. This notification indicates to the the SWGC that the DISCUSS comments have been registered.

Note that there may be exceptional cases when DISCUSS comments are registered after the IESG teleconference. In these cases, the DISCUSSing AD should notify the SWGC that new comments have been entered.

- (ii). The SWGC analyzes comments from the tracker, and initializes contact with any AD's who have placed comments (blocking or non-blocking) on a draft, notifying them that the SWGC is the current document shepherd and seeking any additional clarification necessary to understand the comment. Note that the responsible AD must copied on this correspondence.

+-----+ Comments	+-----+ Comments	+-----+
(i) ----->	(ii) ----->	(iii)
+-----+ Collected	+-----+ Understood	+-----+
	/ \	
	Comments not fully understood	
	(Further AD/SWGC Discussion	
	Required)	
	+-----+	

- (iii). The SWGC then coordinates DISCUSS comments, and builds a consistent interpretation of the comments. This step may require iteration with step (ii). above. That is:



(iv). The DISCUSS comments are then communicated to the working group.

(v). After the author(s) resolve the issues provided by the SWGC (i.e., the distilled DISCUSS issues), the SWGC reviews the updated document to ensure that (in her/his option) the DISCUSS issues have been resolved.

Note that the SWGC may also propose resolutions to these issues, file them in an issue tracker, or do other steps to streamline the resolution of the comments.

(vi). The SWGC communicates the resolution-so-far to the responsible AD and the DISCUSSing AD(s).

(vii). DISCUSSing AD removes DISCUSS comment, or tells the WG why the comment is not resolved.

If the DISCUSS comment in question was not resolved to the satisfaction of the DISCUSSing and responsible ADs, two possibilities exist:

(a). The process returns to step (iii), or

(b). The working group can appeal in accordance with the procedures described in [RFC 2418](#) [[RFC2418](#)].

Otherwise, the process continues with step (viii).

(viii). The responsible AD moves document to APPROVED state, or sends it back to the IESG for re-review (if the changes are deemed significant).

7. Pilot Termination and Evaluation

TBD

8. Contributors

TBD

9. Acknowledgments

Harald Alvestrand, Brian Carpenter, Aaron Falk and Pekka Savola made many insightful comments on early versions of this document.

10. Security Considerations

This document specifies neither a protocol nor an operational practice, and as such, it creates no new security considerations.

11. IANA Considerations

This document creates a no new requirements on IANA namespaces [[RFC2434](#)].

12. References

12.1. Normative References

- [IDTRACKER] <https://datatracker.ietf.org>
- [MANKIN] Mankin, A., "A Not So Wild Sheep Chase - Definition of Shepherding", [draft-ietf-proto-shepherding-00.txt](#). Work in Progress.
- [RFC2026] Bradner, S., "The Internet Standards Process -- Revision 3", [BCP 9](#), [RFC 2026](#), October, 1996.
- [RFC2418] Bradner, S., "IETF Working Group Guidelines and Procedures", [BCP 25](#), [RFC 2418](#), September 1998.

12.2. Informative References

- [KLENSIN] Klensin, J. and S. Dawkins, "A model for IETF Process Experiments", [draft-klensin-process-july14-02.txt](#). Work in progress.
- [PROTO] <http://psg.com/~mrw/PROTO-Team>
- [RFC2434] Narten, T., and H. Alvestrand, "Guidelines for Writing an IANA Considerations Section in RFCs", [RFC 2434](#)/BCP 26, October 1998.

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16. Acknowledgement

Funding for the RFC Editor function is currently provided by the Internet Society.

