Dear all

Please find below the key minutes of our Third Monday Call. As with our First Monday Call, August has seen intense discussion around training and requirement asks/aims as we prepare for formal standardization. To ensure everyone can keep up-to-date regardless of timezone we are recording the calls. You can get a record of this call here: https://www.uberconference.com/getmp3/AMIfv94v4-PbFKG9yPy2prs98edcr8jCy19JJ_EBsdM3bNt3pQUsigs6K-MQxn_JBlegIAEFBBXA0gBe-PnQjXREymAlY1WwgYUDD2quVLSGNYDFyrKYNilhN9W0EB0CrhmguQBqxz8yZklktkEZd xKBvY6O0_Lz5g.mp3

Below is a summary of our key discussion points.

== Attendees ==

Imada San
Mark Gisi
David Rudin
Nathan Kumagai
Matsumoto San
Fukuchi San
Kate Stewart
Endo San
Shane Coughlan

== Project Update ==

• OpenChain Workshop + Social Event @ OSSummit North America
  Workshop: 28th August, 1-5pm @ Conference Venue
  Social Event: 28th August, 6pm~ @ Mosaic Grille in Hyatt Regency
• Draft OpenChain Specification in Hindi https://github.com/OpenChain-Project/Specification-Translation-HI

== Specification Work Team ==

• Summarize last meeting’s discussion on overhauling the Training section
• Approach: Start with most general scope and try to narrow without becoming too prescriptive
• Influenced by ISO 9001:2015 – decades of experience certifying Quality Management Systems
• Training (Section 3) is broken into two sections:
  • Competence
  • Awareness

=== Competence ===

The organization shall:

a) Identify the roles and the corresponding responsibilities of those roles that
affects the performance and effectiveness of the FOSS compliance program;
b) Determine the necessary competence of person(s) fulfilling each role
c) Ensure that these persons are competent on the basis of appropriate
education, training, or experience;
d) Where applicable, take actions to acquire the necessary competence
e) Retain appropriate documented information as evidence of competence

=== Awareness ===

The organization shall ensure that persons doing work are aware of:
a) the FOSS policy;
b) relevant FOSS objectives;
c) their contribution to the effectiveness of the FOSS compliance program
d) the implications of not conforming with the FOSS compliance program requirements;

=== Outcome ===

Mark Gisi will circulate a summary of the discussion to the mailing lists. Shane will additionally provide more information about the ISO process to the mailing lists.