The Printer Working Group

PWG Officer Elections Policy

Status: Approved

Abstract: This PWG Policy defines the method used to elect an individual to a PWG Officer role.

This PWG Policy is available electronically at:

https://ftp.pwg.org/pub/pwg/general/process/pwg-officer-elections-policy.pdf

Table of Contents

1. Terminology

1.1 Conformance Terminology

Capitalized terms, such as MUST, MUST NOT, RECOMMENDED, REQUIRED, SHOULD, SHOULD NOT, MAY, and OPTIONAL, have special meaning relating to conformance as defined in Key words for use in RFCs to Indicate Requirement Levels [BCP14].

1.2 Other Terminology

PWG: IEEE ISTO Printer Working Group.

PWG Chair: Organizes the activities of the PWG and oversees the PWG's high-level operations. [PWG_ROLES]

PWG Vice Chair: Aids the PWG Chair with their duties and fills in for the PWG Chair in cases of absence. [PWG_ROLES]

PWG Secretary: Records and distributes the minutes of all PWG plenary sessions and PWG Steering Committee meetings, to support the PWG Chair. [PWG_ROLES]

PWG Membership: The set of individuals and organizations that are members of the PWG.

PWG Officer: PWG Chair, PWG Vice-Chair, PWG Secretary

SC: PWG Steering Committee

1.3 Acronyms and Organizations

IANA: Internet Assigned Numbers Authority, https://www.iana.org/

IETF: Internet Engineering Task Force, https://www.ietf.org/

ISO: International Organization for Standardization, https://www.iso.org/

PWG: Printer Working Group, https://www.pwg.org/

2. PWG Officer Elections

The current PWG Chair conducts a PWG Officer Election. If the PWG Chair is unavailable, then the PWG Vice-Chair conducts the PWG Officer Election. A PWG Officer Election normally occurs every odd year (e.g., 2021). It is started such that the newly elected Officer(s) can begin their term on December 1 of that year.

If a PWG Officer needs to step down from their role before the end of their term of office, the highest ranking PWG Officer performs an off-cycle PWG Officer Election for that office.

2.1 Election Procedure

The steps in a PWG Officer Election are:

Week 0 - Nominations

> The PWG Officer conducting the election sends a request for nominations for candidates to the pwg-announce@pwg.org reflector, with instructions for how to submit a nomination.

Week 5 - Voting

> The PWG Officer conducting the election announces candidates to the pwg-announce@pwg.org reflector. PWG Voting Members can vote for their preferred candidates for each role up for election.

Week 9 - Votes Tallied

> Voting ends and the PWG Officer conducting the election tallies the votes. Each candidate receiving a simple majority of the votes cast for a given office wins the election for that office.

Week 10 - Election Approved

> The PWG Steering Committee approves the execution of the election procedure. Upon approval, the PWG Officer conducting the election announces the election results to the pwg-announce@pwg.org reflector. If the PWG Steering Committee does not approve the execution of the election procedure, then the election procedure is restarted from the beginning.

Week 14 - New Term Begins

61   Newly elected PWG Officers begin their new term of office 30 days after the election
62   results are announced.

2.2 Nominations

64 If only one person is nominated for a given PWG Officer position, the nominee is elected to
65 that position without a vote.

66 If there is no nominee for an open PWG Officer position, the PWG Steering Committee
67 appoints a person to temporarily hold the office and begins soliciting new nominees for that
68 office.

3. References

70 [BCP14]   S. Bradner, "Key words for use in RFCs to Indicate Requirement
71   Levels", RFC 2119/BCP 14, March 1997,
72   https://tools.ietf.org/html/bcp14

73 [PWG_ROLES] PWG Steering Committee, "PWG Officials Roles and
74   Responsibilities", September 2020,
75   https://ftp.pwg.org/pub/pwg/general/process/pwg-roles-and-
76   responsibilities-policy.pdf