Governance Guidelines

Version 1.0
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Reviewers: ?
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Abstract: ?

Outline

1. Governance structure between the CRM-SIG and the Translation Initiatives
   a. Partnership/Instance
   b. Memorandum of understanding/agreement/contract
   c. Link with unofficial translations
2. Translation Policy (to encourage contributions especially from institutions that need to plan the work in their workload)
   a. Official backing (institution, project, association, etc.)
   b. SIG recognition of the translation initiative
      i. Recognition before the translation
      ii. Competing translations (How to choose?)
      iii. Application form
   c. License options
      i. Translated version locations (CIDOC CRM website/external website(s))
      ii. Authorization of proprietary translations?
   d. Fidelity to the original version
      i. Can the translation initiative add/remove examples?
      ii. Can the translation initiative add translation notes?
3. Vetting process
   a. Mandatory sections of the CIDOC CRM Translation Best Practices Guidelines
   b. Sample requirement in order to assess the translation work
   c. Threshold to consider a translation completed
4. Maintenance of the translated version
   a. Commitment from the Translation Initiative

      b. Punctual edit proposals (ad hoc requests) sent to the SIG (Who can edit?)
5. Communication workflow
      a. Contact at the SIG
      b. What information the Translation Initiative needs to communicate to the SIG?
            i. Translation is done
            ii. No more maintenance is done
      c. Communication tools (email, mailing list, others?)
      d. Participation at the CRM-SIG meetings
      e. Creation and maintenance of a Translation Initiatives Working Group
            i. Resolve common issues
            ii. Raise issues as a team at the SIG level
            iii. Create a communication platform/channel (Slack, Github Issues, etc.)
6. SIG engagement
      a. Maintenance of the official translated version
      b. Provided tools
      c. Provided human resources (advice)
      d. Translation Initiative description webpage
            i. Including anticipated deadline for the translation
            ii. Including the Translation Initiative's status