OPC UA XXXX Working Group Charter

1. Purpose

The joint XXXX and OPC Foundation XXXX OPC UA Working Group will develop an OPC UA Information Model for XXXXX.

[Short paragraph describing the goal]

2. Scope

The implicit and explicit information model specified by XXXXX will be defined as a UA companion specification using OPC UA constructs for the purpose of exposing XXXX information to OPC UA applications and to exchange XXXX information between xxxx systems.

OPC Foundation

OPC Unified Architecture (OPC UA) is the interoperability standard for the secure and reliable exchange of data in the industrial automation space and in other industries. It is platform independent and ensures the seamless flow of information among devices and to IT Enterprise systems from multiple vendors. The OPC Foundation is responsible for the development, maintenance, and certification of this standard.

XXXXXX

[Paragraph describing the leading organization, the application domain it represents, and the standard to be mapped to OPC UA, if one exists]

3. Working Group

a. General

The working group is governed by *OPC 11051 – Working Group Guidelines*.

b. Membership

Membership rules are described in *OPC 11051 – Working Group Guidelines*.

c. Working Group Chairperson

The working group chairperson will be elected by the working group after the working group is formed.

For the WG start-up, Mr/Mrs xxxx is nominated by XXXXX as provisional chairperson.

[sometimes this is a Joint chairperson – sometimes appointed, other times voted at kickoff meeting]

Obligations and rights of the chairperson are described in *OPC 11051 – Working Group Guidelines*.

d. Working Group Editors

The resulting documents will be maintained by editors. One editor shall be a XXXX expert from the XXX membership and one editor shall be an OPC UA expert from the OPC Foundation. Additional editors maybe added by the working group. The language for the Companion Specification will be English.

Specifications will be based on *OPC 11020 - UA Companion Specification Template* and will follow the rules in *OPC 11021 - UA Companion Specification Guideline*.

[This can be adjusted as needed – sometimes only one is chosen by the working group]

e. Working Group Start-up

The working group will be formed with a call issued for member participation.

f. Working Group Operation

The proposed operating format is described in *OPC 11051 – Working Group Guidelines*.

[this can also be the format of the companion organization, if appropriate]

4. Proposed Project Schedule

There has been preparation work performed by an interested group of XXXXX and OPC Foundation members to define the scope and schedule for the specification phase of this working group.

[date]	Call for members
[date]	Electronic kick-off meeting with introduction to XXXX and or OPC UA
[date]	Overview of OPC UA information modelling
[date]	Overview of XXXX information model

[the last 2 items (Overview …) are typically provided if it is desired to get all people on the same page – the kickoff meeting may determine if they are needed – sometimes they are scheduled; other times they are omitted from the charter]

The following are target dates and can be adjusted by the working group. The working group may also add additional milestones, such as events for presenting status reports.

[date]	First draft XXXX specification for prototyping
[date]	First demonstration with initial running version of the XXXX information model
[date]	Final draft (Release Candidate)

[The general schedule is just a target – it can usually be adjusted by the working group – but it is needed in order to provide scope for members]

Note: at least one demonstration needs to be scheduled for some show/conference event, but it will be left to the working group to select an appropriate venue for such a demonstration. The working group should target its first demonstration to generally coincide with the release of the first draft of the document.

5. Harmonization

The working group will strive to manage overlap with other information models already released or where work is ongoing. They will scan the work of other specifications for similar or identical model elements as needed. They will further make use of the OPC Foundation type database for that purpose.

In cases of uncertainty, OPC Foundation experts will be approached for support.

The working group chair will participate in the OPC Foundation's Harmonization Working Group.

6. Deliverables

As part of the specification phase, the working group will deliver the following:

- OPC UA companion specification for XXXX

- Machine-readable OPC UA Information Model for XXXX (NodeSet file)

- A test and certification strategy document following the OPC rules for companion specification certification

- Trade show demonstration and information material to be used to promote the companion standard

- Sample OPC UA application which supports the OPC UA elements of the companion specification. This implementation shall be shown to the TCB, if requested.

- Collaboration page updates for the OPC foundation web site

This list may also be expanded by the working group at its initial meeting.

[The first deliverable is always part of what is being produced – but a charter can include any work-products they choose to submit. The sample implementation is required to validate the specification.]

7. Confidentiality

[This is the proposed policy from the OPC Foundation. Deviations requested by the leading organization will be reviewed by the OPC technical and marketing control boards.]

Internal working papers, meeting minutes, as well as draft specifications, shall be treated as confidential and shall be marked with <participating organizations> confidential. During specification phase they shall not be handed out to people outside the participating organizations, except the Working Group may approve (via its formal decision-making processes) limited disclosure to other joint working groups if needed to facilitate specification development. After release of the specification all documents shall be available to the public. Both parties may distribute the documents.

[Some organizations require a public review before release.]

8. Antitrust/competition law compliance

All participants recognize that the joint working group must not be a vehicle for individuals or organizations to reach unlawful agreements regarding prices, terms of sale, customers, or markets or engage in other aspects of anti-competitive behavior. All participants are expected to take all appropriate measures to comply with applicable antitrust/competition laws.