

Members are strongly discouraged from posting the text of Member Mail List messages to the Public Mail List without the permission of the author or commenter.

5.2 Public Mail List and Public Web Site

The Chair shall appoint a List Manager who shall maintain a Public Mail List. Forum Members and Interested Parties may post to the Public Mail List in compliance with these Bylaws. Anyone else is allowed to subscribe to and receive messages posted to the Public Mail List, which may be crawled and indexed by Internet search engines.

The Chair shall appoint a Webmaster. The Webmaster shall post instructions on the Public Web Site for subscribing to the Public Mail List.

The following materials shall be posted to the Public Mail List or Public Web Site:

- (a) Draft and final agendas for ~~Working Group meetings,~~ Forum Meetings and Forum Teleconferences ~~(including any sub-groups or committees).~~
- (b) Final minutes of Forum Meetings and Forum Teleconferences ~~(including minutes of any sub-groups or committees), and minutes of all Working Group teleconferences and meetings.~~
- (c) Messages formally proposing a Forum ballot (including ballots to establish, modify, or terminate Working Groups) and announcing ballot outcomes, including vote and quorum counts ~~but not identifying individual votes by name of Member.~~
- (d) Initial and final drafts of Forum requirements, guidelines, and recommendations after the drafter has had an opportunity to receive and respond to initial Member comments.
- (e) Important updates regarding the status of Working Group activities (e.g. new or modified deliverables, work plans, meeting schedules, milestones, etc.) ~~Initial~~ and final drafts of Working Group requirements, guidelines, and recommendations after the drafter has had an opportunity to receive and respond to initial Working Group member comments.

5.3 Working Groups

Members may propose ~~by ballot the appointment the creation~~ of Working Groups open to participation by Members and Interested Parties. The ~~ballot proposal~~ shall outline the scope of the Working Group's activities, including deliverables, any limitations, and Working Group expiration date. A Working Group is chartered based on the proposal when it has been accepted by Members by ballot, unanimous consent, or other form of vote. Upon approval of the Working Group, the Chair will call for a show of interest in participation by Members, and shall appoint a Working Group Chair from among the interested Members.

Upon creation of a Working Group, the Forum will post an invitation to all Interested Parties to participate, and will solicit others with expertise and interest in the Working Group subject matter to become Interested Parties and participate in the Working Group. With the approval of the Chair, Working Groups may establish separate list-servs, wikis, and web pages for their communications, but all such separate list-servs must be managed in the same fashion as the Public Mail List. Working Groups may meet by teleconference or face-to-face meetings upon