

# THE PIDX PROCESS

## Request preparation ( 3 days)

## Committee collaboration ( max 21 days)

## Provisional status( 90 days)

★ Quarterly release of PIDX templates

New template request entered by requester

PIDX standards coordinat or review

Is request complete and not duplicated

Request sent to Technical committee for collaboration

Technical Chair adopts changes from review and call for ballot

If template receives 75% acceptance

Technical Chair submits request for move to provisional status

Template is placed in provisional status for 90 days

Template is moved to released status, assigned version

Template is available for download

An on-line Request Form will be provided containing the following minimum criteria:

- Noun
- Modifier
- Noun/Modifier Definition
- Suggested Technical Committee
- Suggested Attributes/ Definitions
- Submitter's Name, Company, Address, Phone, and E-mail Address

- The Standards Coordinator (SC) will determine the completeness of the request.
- If the suggested Technical Committee appears to be appropriate, he will load the data to that committee's work process and assign a due date 4 weeks from the date loaded.
- The SC shall load all new requests within 3 work days.
- The proposed template will be assigned a Draft status.

- The Technical Committee (TC) will use the online application provided to review and comment on the template content.
- Any TC member may add additional Attributes using the online list of valid Attributes/Definitions for the TC's class of products or by introducing new Attributes/ Definitions to the list available.
- An Attribute may be deleted only by the Chair with the consensus of the committee.
- An online comment capability will be provided.
- Review and comment will be conducted for up to 3 weeks.

- After a maximum of 3 weeks of review, the Chair will make any consensus changes to the proposed template and call for a vote.
- Members will vote to accept or reject each Template.
- A period of 1 week will be allowed for balloting.
- Voters will be asked to rank the Attributes from most to least important to determine an order for listing the Attributes in the standard.

- Templates receiving 75% or more votes in the affirmative will be accepted and moved to provisional status.

- The Standards Coordinator will monitor the progress of each Draft template.
- When balloting is completed, the SC will change the status of the completed template to Provisional and make the data available on the public browser.
- Templates will remain in Provisional status for 90 days.

- After 90 days, the status will be upgraded to Released and assigned a revision code for the next scheduled revision date.
- Revisions will be issued quarterly and number by year and quarter, e.g., second quarter 2002 would be revision 2.2.

New Template request

Day 1

Goal

Day 3

Goal

Day 24

Goal

Day 25

Template placed in Provisional and available to public to view

Goal

Day 115

Template placed in Released status and available to download