

3
4 Abstract

5
6 This PWG Policy defines conventions for file and directory names and file
7 system structure on the PWG Server as described in the PWG Process.

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9 This version is available in the file:

10
11 <https://ftp.pwg.org/pub/pwg/general/process/pwg-namespace-policy.txt>

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14 1. PWG Namespace Policy (Normative)

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16 1.1 PWG Process Scope

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18 The PWG Process defines:

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20 1) Workgroup phases (Charter, Development, Maintenance);
21
22 2) Activities and types of PWG documents;
23
24 3) PWG document lifecycles, editorial rules, status levels, naming;
25
26 4) PWG document /publication directories.

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28 1.2 PWG Namespace Policy Scope

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30 This PWG Namespace Policy defines normative rules on PWG document names,
31 per the PWG Process mandate, including:

- 32
33 1) Normative rules for PWG document filenames;
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35 2) Normative ABNF for PWG document filenames;
36
37 3) Normative rules for PWG directory pathnames;
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39 4) Normative ABNF for PWG directory pathnames.

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41 Note: This PWG Namespace Policy also includes informative examples of
42 PWG documents created by a hypothetical PWG workgroup 'ABC'.
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45 2. PWG Namespace Policy Rules (Normative)

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47 This PWG Namespace Policy defines the following rules:

- 48
49 1) A working draft revising a Standard or Candidate Standard MUST NOT
50 include a standard number (e.g., '51xy.z') in its filename.
51
52 2) The prefix 'wd' is ONLY used for a PWG Working Draft.

- 53
54 3) The prefix 'white' is ONLY used for a PWG White Paper.
55
56 4) The prefix 'faq' is ONLY used for a PWG Frequently Asked Questions.
57
58 5) The prefix 'info' is ONLY used for an approved PWG Informational document.
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60 6) The prefix 'cs' is ONLY used for an approved PWG Candidate Standard.
61
62 7) The prefix 'std' is ONLY used for an approved PWG Standard.
63
64 8) The prefix 'bp' is ONLY used for an approved PWG Best Practice.
65
66 9) The prefix 'req' is ONLY used for an approved PWG Requirements.
67
68 10) The prefix 'err' (errata) is ONLY used for an approved minor update to
69 PWG Process, PWG Intellectual Property Policy, etc. and MUST not be
70 used to publish any workgroup document.
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72 -----
73 3. PWG Namespace Policy ABNF (Normative)
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75 This PWG Namespace Policy defines the following ABNF productions:
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77 3.1 PWG Filename High-Level ABNF Productions
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79 ; See RFC 5234 for base ABNF types (e.g., 'digit')
80

81 pwg = white / draft / charter / info / std / errata / slides
82
83 white = whitepfx "-" 1*(lowalpha / digit / "-") "-" date "." ext
84 draft = draftpfx "-" wgdoc [version] "-" [infix] date [rev] "." ext
85 charter = charterpfx "-" wg "-" "charter" "-" date "." ext
86 info = infodoc / bpreqdoc
87 infodoc = infopfx "-" wgdoc version "-" date "." ext
88 bpreqdoc = bpreqpfx "-" wgdoc version "-" date "-" infonum "." ext
89 std = stdpfx "-" wgdoc version "-" date "-" stdnum "." ext
90 errata = erratapfx "-" wgdoc version "-" date "-" stdnum "." ext
91 slides = 1*(lowalpha / digit / "-") "-" date "." ext
92 lowdigit = "0" / "1" / "2" / "3" / "4" / "5" / "6" / "7" / "8"
93
94

95 3.2 PWG Well-Known Process Pathnames
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97 ; '/pub/pwg/general/process' - PWG Process/Policy
98 ; '/pub/pwg/general/wd' - PWG Process/Policy Working Draft
99 ; '/pub/pwg/general/logos' - PWG Logos
100 ; '/pub/pwg/general/Plenary' - PWG Plenary slides
101 ; '/pub/pwg/general/minutes' - PWG Plenary minutes
102 ; '/pub/pwg/general/presentations' - PWG F2F presentations
103 ; '/pub/pwg/general/sc' - PWG Steering Committee minutes
104 ; '/pub/pwg/general/template' - PWG Document templates

105 ; '/pub/pwg/BOFs/[bof]' - PWG Birds of a Feather documents/minutes
106
107
108 3.3 PWG White Paper Documents
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110 3.3.1 PWG White Paper Pathnames
111
112 ; '/pub/pwg/[wg]'
113 ; '/pub/pwg/BOFs/[bof]'
114
115 3.3.2 PWG White Paper Prefixes
116
117 whitepfx = "white" / ; White Paper
118 "faq" ; Frequently Asked Questions
119
120
121 3.4 PWG Working Draft Documents
122
123 3.4.1 PWG Working Draft Pathname
124
125 ; '/pub/pwg/[wg]'
126
127 3.4.3 PWG Working Draft Prefixes
128
129 draftpfx = "wd" / ; Working Draft
130 "lcr" ; Last Call Review Comments
131
132
133 3.5 PWG Workgroup Charter Documents
134
135 3.5.1 PWG Workgroup Charter Pathname
136
137 ; '/pub/pwg/[wg]'
138
139 3.5.2 PWG Workgroup Charter Prefix
140
141 charterpfx = "ch" ; Charter of workgroup
142
143
144 3.6 PWG Informational Documents
145
146 3.6.1 PWG Informational Pathname
147
148 ; '/pub/pwg/informational'
149
150 3.6.2 PWG Informational Without Number Prefixes
151
152 infopfx = "info" / ; Informational
153 "faq" ; Frequently Asked Questions
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155 3.6.3 PWG Informational Numbered Prefixes
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157 bpreqpfx    = "bp" /                ; Best Practice
158             "req"                   ; Requirements
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161 3.7 PWG Standards-Track Documents
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163 3.7.1 PWG Standards-Track Pathnames
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165 ; \pub/pwg/standards'
166 ; \pub/pwg/candidates'
167
168 3.7.1 PWG Standards-Track Prefixes
169
170 stdpfx      = "std" /                ; Standard
171             "cs"                     ; Candidate Standard
172
173
174 3.8 PWG Process Errata
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176 3.8.1 PWG Process Errata Pathname
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178 ; Errata - \pub/pwg/errata'
179
180 3.8.2 PWG Process Errata Prefix
181
182 erratapfx   = "err"                  ; Errata of Process/IPR/Policy
183
184
185 3.9 PWG Filename Low-Level ABNF Productions
186
187 wgdoc       = wg [doc]                ; workgroup document
188 wg          = 2*(lowalpha)            ; workgroup (in lowercase)
189 doc         = 2*(lowalpha)            ; document (in lowercase)
190 version     = [major minor]          ; version of protocol/interface
191 major       = 1*digit                 ; major version
192 minor       = 1digit                  ; minor version
193 infix      = "charter-" /            ; Charter of workgroup
194             "errata-"                ; Errata of Process/Policy
195 rev         = "-rev"                  ; revision marked draft
196
197 date        = year month day          ; 8-digit date
198 year        = 4digit
199 month       = 2digit
200 day         = 2digit
201
202 lownum      = "51" lowdigit 1digit    ; for PWG Standard
203 highnum     = "51" "9" 1digit         ; for PWG BP/REQ
204 stdnum      = lownum "." 1*digit      ; IEEE/ISTO PWG Standard number
205 infonum     = highnum "." 1*digit     ; IEEE/ISTO PWG BP/REQ number
206 ext         = "doc" /                 ; MS Word Legacy (source)
207             "docx" /                  ; MS Word XML (source)
208             "gif" /                    ; GIF (image)

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209	"htm" /	; HTML (source)
210	"html" /	; HTML (source)
211	"jpg" /	; JPEG (image)
212	"jpeg" /	; JPEG (image)
213	"mib" /	; SNMP MIB (source)
214	"pdf" /	; Adobe PDF (rich text)
215	"png" /	; PNG (image)
216	"ppt" /	; MS PowerPoint Legacy (slides)
217	"pptx" /	; MS PowerPoint XML (slides)
218	"txt" /	; UTF-8 Plaintext (source)
219	"wsdl" /	; WSDL Definitions (source)
220	"wsdl" /	; WSDL Definitions (source)
221	"xls" /	; MS Excel Legacy (spreadsheet)
222	"xlsx" /	; MS Excel XML (spreadsheet)
223	"xml" /	; XML Document (instance)
224	"xsd" /	; XML Schema (source)
225	1*4lowalpha	; other 1-4 character extension

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229 4. PWG Namespace Policy Examples (Informative)

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231 4.1 PWG Birds of a Feather (BOF) Document

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233 4.1.1 PWG BOF Pathname and Filename

- 234
235 1) BOF for proposed ABC workgroup
236 - /pub/pwg/BOFs/abc/white-abc-20040119.docx/pdf
237
238

239 4.2 PWG Workgroup Creation

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241 4.2.1 PWG Workgroup Mailing List

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243 1) Proposed ABC workgroup assigned new acronym by PWG SC, for example:
244 - 'abc' workgroup 'abc@pwg.org' mailing list is created
245

246 4.2.2 PWG Workgroup Directories

- 247
248 1) Proposed ABC WG directories are created, for example:
249 - /pub/pwg/abc - workgroup root directory
250 - /pub/pwg/abc/charter - workgroup approved charters
251 - /pub/pwg/abc/wd - workgroup working drafts
252 - /pub/pwg/abc/white - workgroup informal documents
253 - /pub/pwg/abc/schemas - XML schemas, WSDL, etc.
254 - /pub/pwg/abc/minutes - workgroup minutes
255 - /pub/pwg/abc/presentations - workgroup presentations
256 - /pub/pwg/abc/slides - workgroup presentations
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258 4.3 PWG Workgroup Charter Document

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260 ABC WG charter is created, for example:

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- 1) Initial draft of ABC WG charter
- /pub/pwg/abc/wd/wd-abc-charter-20040304.docx/pdf
- 2) Stable draft of ABC WG charter for Formal Approval
- /pub/pwg/abc/wd/wd-abc-charter-20040320.docx/pdf
- 3) "PWG ABC Workgroup Charter" (approved charter)
- /pub/pwg/abc/charter/ch-abc-charter-20040413.docx/pdf

4.4 PWG Workgroup Standards-Track Document

ABC WG standards-track document is created, for example:

- 1) Initial draft of ABC XYZ protocol
- /pub/pwg/abc/wd/wd-abcxyz10-20041212.docx/pdf
- 2) Prototype draft of ABC XYZ protocol (working draft)
- /pub/pwg/abc/wd/wd-abcxyz10-20050204.docx/pdf
- 3) Stable draft of ABC XYZ protocol for WG Last Call
- /pub/pwg/abc/wd/wd-abcxyz10-20050306.docx/pdf
- 4) Stable draft of ABC XYZ protocol for PWG Last Call
- /pub/pwg/abc/wd/wd-abcxyz10-20050404.docx/pdf
- 5) ABC XYZ Last Call Review Comments issues and resolutions
- /pub/pwg/abc/wd/lcrc-abcxyz10-20050503.docx/pdf
- 6) Stable draft of ABC XYZ protocol for Formal Approval
- /pub/pwg/abc/wd/wd-abcxyz10-20050522.docx/pdf
- 7) "PWG ABC XYZ Protocol/1.0" (Candidate Standard)
- /pub/pwg/candidates/cs-abcxyz10-20050715-5109.1.docx/pdf

4.5 PWG Workgroup FAQ Document

ABC WG FAQ is created, for example:

- 1) Initial draft of FAQ about ABC XYZ protocol
- /pub/pwg/abc/white/faq-abcxyz-20060220.docx/pdf
- 2) Stable draft of FAQ about ABC XYZ protocol
- /pub/pwg/abc/white/faq-abcxyz-20060310.docx/pdf
- 3) ABC WG approved FAQ about ABC XYZ protocol
- /pub/pwg/informational/faq-abcxyz-20060310.docx/pdf

4.6 PWG Standards-Track Minor Version Document

ABC WG standards-track minor version is created, for example:

- 313 1) Initial draft of ABC XYZ protocol minor version
314 - /pub/pwg/abc/wd/wd-abcxyz11-20060310.docx/pdf
315
- 316 2) Stable draft of ABC XYZ protocol minor version for WG Last Call
317 - /pub/pwg/abc/wd/wd-abcxyz11-20060812.docx/pdf
318
- 319 3) ABC XYZ Last Call Review Comments issues and resolutions
320 - /pub/pwg/abc/wd/lcrc-abcxyz11-20060912.docx/pdf
321
- 322 4) Stable draft of ABC XYZ protocol minor version for Call for Objections
323 - /pub/pwg/abc/wd/wd-abcxyz11-20060930.docx/pdf
324
- 325 5) "PWG ABC XYZ Protocol/1.1" minor version (Candidate Standard)
326 - /pub/pwg/candidates/cs-abcxyz11-20061123-5109.1.docx/pdf
327
- 328 4.7 PWG Workgroup White Paper Document
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- 330 1) Initial draft of White Paper for ABC PIN feature
331 - /pub/pwg/abc/white/white-abcpin10-20061203.docx/pdf
332
- 333 2) Interim draft of White Paper for ABC PIN feature
334 - /pub/pwg/abc/white/white-abcpin10-20061222.docx/pdf
335
- 336 3) Stable draft of White Paper for ABC PIN feature
337 - /pub/pwg/abc/white/white-abcpin10-20061230.docx/pdf
338
- 339 4.8 PWG Standards-Track Major Version Document
340
- 341 1) Initial draft of ABC XYZ protocol major version
342 - /pub/pwg/abc/wd/wd-abcxyz20-20080424.docx/pdf
343
- 344 2) Interim draft of ABC XYZ protocol major version
345 - /pub/pwg/abc/wd/wd-abcxyz20-20080707.docx/pdf
346
- 347 3) Prototype draft of ABC XYZ protocol major version
348 - /pub/pwg/abc/wd/wd-abcxyz20-20080812.docx/pdf
349
- 350 4) Stable draft of ABC XYZ protocol major version for PWG Last Call
351 - /pub/pwg/abc/wd/wd-abcxyz20-20080925.docx/pdf
352
- 353 5) ABC XYZ Last Call Review Comments issues and resolutions
354 - /pub/pwg/abc/wd/lcrc-abcxyz20-20081010.docx/pdf
355
- 356 6) Stable draft of ABC XYZ protocol major version for Formal Approval
357 - /pub/pwg/abc/wd/wd-abcxyz20-20081108.docx/pdf
358
- 359 7) "PWG ABC XYZ Protocol/2.0" major version (Candidate Standard)
360 - /pub/pwg/candidates/cs-abcxyz20-20081218-5109.1.docx/pdf
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