

# PGI decision-making guidelines (bylaw?) (a proposal)

## Preamble

PGI brings together stakeholders in production Grid infrastructures: infrastructure projects, middleware providers, and users. All of them enter with pre-existing know-how, experience, requirements and solutions that work in real-life infrastructures, and many – with responsibilities to their customers.

Decisions addressed in this document are those that affect results of PGI work.

## 1. Representation, votes

- a. Each stakeholder can be represented by more than one individual
- b. Each stakeholder states whether theirs is a voting or an observer member position
- c. Voting position may be downgraded to an observer in case the stakeholder fails to participate in more than 50% of PGI meetings within a calendar year (needs to be proven through minutes)
- d. In the event of voting, each voting stakeholder has only one vote, irrespectively of number of representatives
- e. PGI (co)chairs are affiliated with stakeholders and thus have no additional votes

## 2. Quorum

Decisions must be taken only when quorum is present. Quorum is achieved when at least 50% of voting stakeholders are present. The group can hold discussions without having quorum, but can not make decisions.

## 3. Decision making

As a general rule, the group follows the OGF guidelines and aims to achieve consensus. In exceptional cases when consensus can not be achieved, the following applies:

- a. A voting member requests a vote count
- b. No member has a right to veto
- c. The approved decision is the one that collects simple majority of votes
- d. In case of a tie, the person chairing the meeting has the authority to make the decision

## 4. Documentation

- a. Every decision – whether reached by consensus or by voting – must be recorded in meeting notes
- b. For proposals accompanied with documents, all materials must be provided well in advance (at least one week)