

Open Health Tools Committer Due Diligence Guidelines

Introduction

Open Health Tools Committers play a very important role in the operation of the Open Health Tools Projects. This document outlines the responsibilities and explains some of the basic concepts Open Health Tools Committers need to understand in their role as a committer. If you are an Open Health Tools Committer, should you have any questions after reading this document, your questions should be submitted to your Project Management Committee (PMC) or the Open Health Tools Management Organization (OHT-MO).

Contributors and Committers

Anyone who makes contributions to the Open Health Tools website and to Open Health Tools projects, are considered to be Contributors. These Contributors submit contributions such as code, documentation, and other materials, through a number of channels including the newsgroups, mailing lists and the bug reporting system. In general, anyone may have access to these systems. However, registration and passwords are used to ensure responsible use of the facilities. Contributions made through the newsgroups and mailing lists are generally made when users chat and exchange ideas. Contribution of code is very rarely made through these channels. Code contributions would more likely be found attached to a bug report.

Verified Contributors are those who have signed an Individual Contributor Questionnaire, the details of which have been verified by the OHT-MO. In addition, Verified Contributors who make significant contributions must have a Contributor Employer Consent Form signed by their employer (unless they are self-employed) to ensure that they do have the rights to license us their contribution under the [Eclipse Public License](#) (“EPL”).

Verified Contributors who have made significant contributions to Open Health Tools projects may be promoted to Committer status. A Verified Contributor may become a Committer once having been nominated and voted in by other Committers. However, the appointment of a new Committer is subject to confirmation by the relevant PMC. Committers have a responsibility to help ensure that all content redistributed on the Open Health Tools servers is appropriate. In the case of newsgroup and mailing list posts and bug reports, it is possible for Contributors to submit inappropriate content without the knowledge of Committers. If a Committer finds content on one of these systems that does not seem appropriate, based on the standards set out in this document or based on the Committer’s good judgment and experience, they should contact the OHT-MO or a PMC member immediately.

Committers receive write-access to Open Health Tools systems that Contributors do not have. Depending on the nature of their participation, this may include write-access to the CVS repository, the download servers, and the web site. Committed content in the CVS

repository becomes immediately available to Open Health Tools visitors and users. More importantly, this content is used to create daily builds that may be downloaded by thousands of people each day and may be incorporated into many free and commercially-available software products. Due to the potential for downstream redistribution, Committers are required to help ensure that inappropriate content is not placed in the CVS repository. Content contributed to the webpages on the Open Health Tools web site is less likely to be incorporated into software products. However, by its nature, it may be seen by visitors to the web site and its impact is generally more immediate.

Committers are usually Contributors as well. In addition to incorporating and releasing content contributed by others, Committers may commit, often significant, contributions which they have developed themselves. Some Committers may never commit any other content other than what they have authored themselves. Even though they may be more confident in the pedigree of their own contributions, they still need to ensure that their content is appropriate.

How Content is Received

Content is received for use by Open Health Tools in a number of ways.

- a) Content for Open Health Tools created by the Open Health Tools staff or under contract with Open Health Tools: Such content is Copyright Open Health Tools and committed to the CVS under the EPL.
- b) Content submitted through any of the channels existing on the Open Health Tools website such as, the newsgroups, mailing lists, and the bug reporting system or any of the other services: Such content is submitted under the terms and conditions of the Open Health Tools Terms of Use (or one or more of the agreements or licenses it refers to).
- c) Content submitted through any channel other than the Open Health Tools website: Such content must be approved by the PMC, and submitted to the OHT-MO, via the Contribution Questionnaire, for due diligence approval, prior to being committed to the CVS repository.

Each Committer must review and understand the [Open Health Tools Due Diligence Procedures for Committers](#) and [Open Health Tools IP Policy](#).

How Content is Distributed

Users and recipients of content distributed by Open Health Tools are granted rights to the content by the various licenses used by the Open Health Tools, primarily the EPL. The Open Health Tools Software User Agreement is the primary document used for distributing content. It is an umbrella agreement that defers to various notices and licenses including the EPL.