

Baseline-Contribution Process

ATIS – June 2023





Introduction

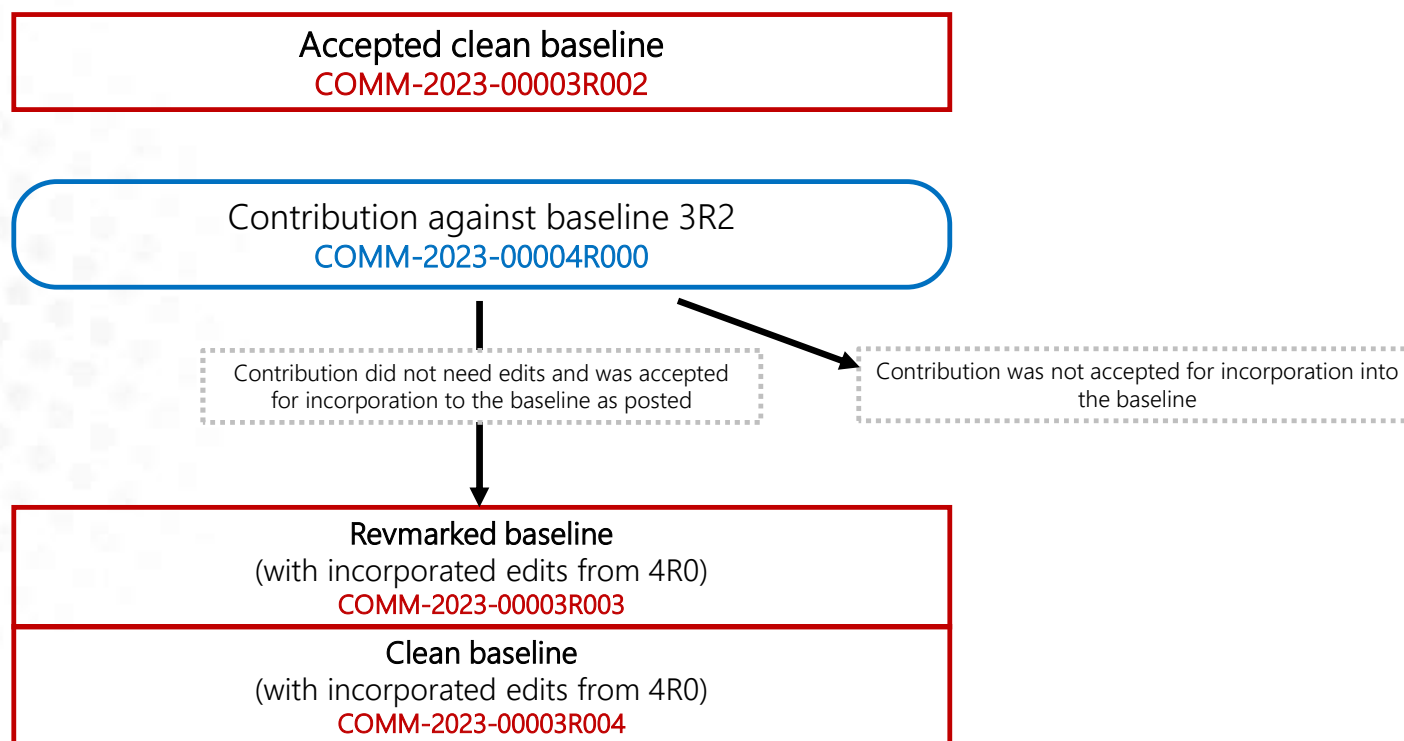
- > This presentation outlines the process by which contributions are considered and addressed in meetings.
- > There are a variety of ways a contribution can be generated:
 - > e.g., new text on a contribution form, direct edits to the baseline, excerpted baseline with edits, and edits to another contributor's contribution.
- > When edits are made to another contributor's contribution, the most recent contribution will typically be reviewed; however, a contributor can request that their own contribution be reviewed separately.



Notes for Information

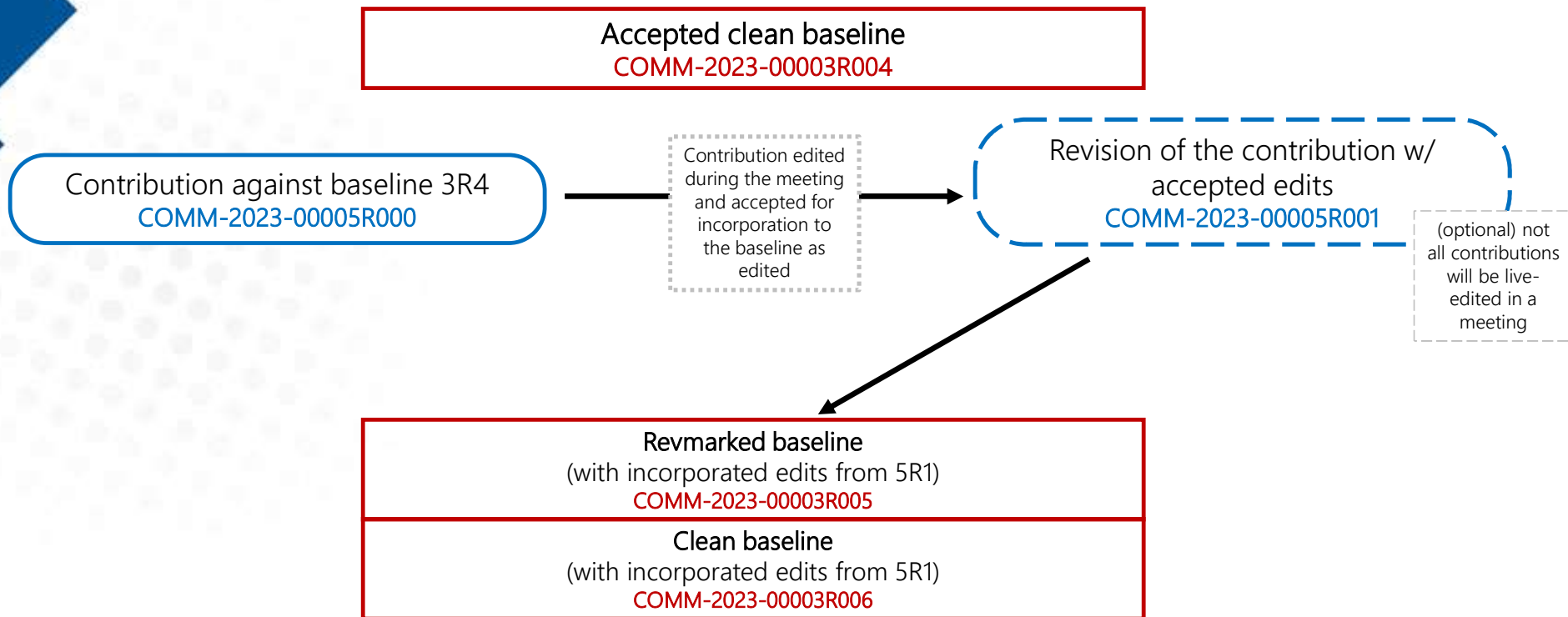
- Definitions:
 - Baseline: a draft document intended to become an ATIS deliverable
 - Contribution: content in writing submitted for consideration by the committee or forum
- Contributions (in blue) should always show tracked changes against the baseline or prior contributions.
- Only the document editor will accept tracked-change edits.
- Submitters should only upload revisions to their *own* contributions.
- When contributors submit “cascading contributions” (see slide 6), all contributions will appear on the agenda, even if only the most recent contribution is reviewed during the meeting. Generally, the most recent contribution will be reviewed; however, each contributor can determine which contribution to review.

Basic Contribution Process (no live edits)



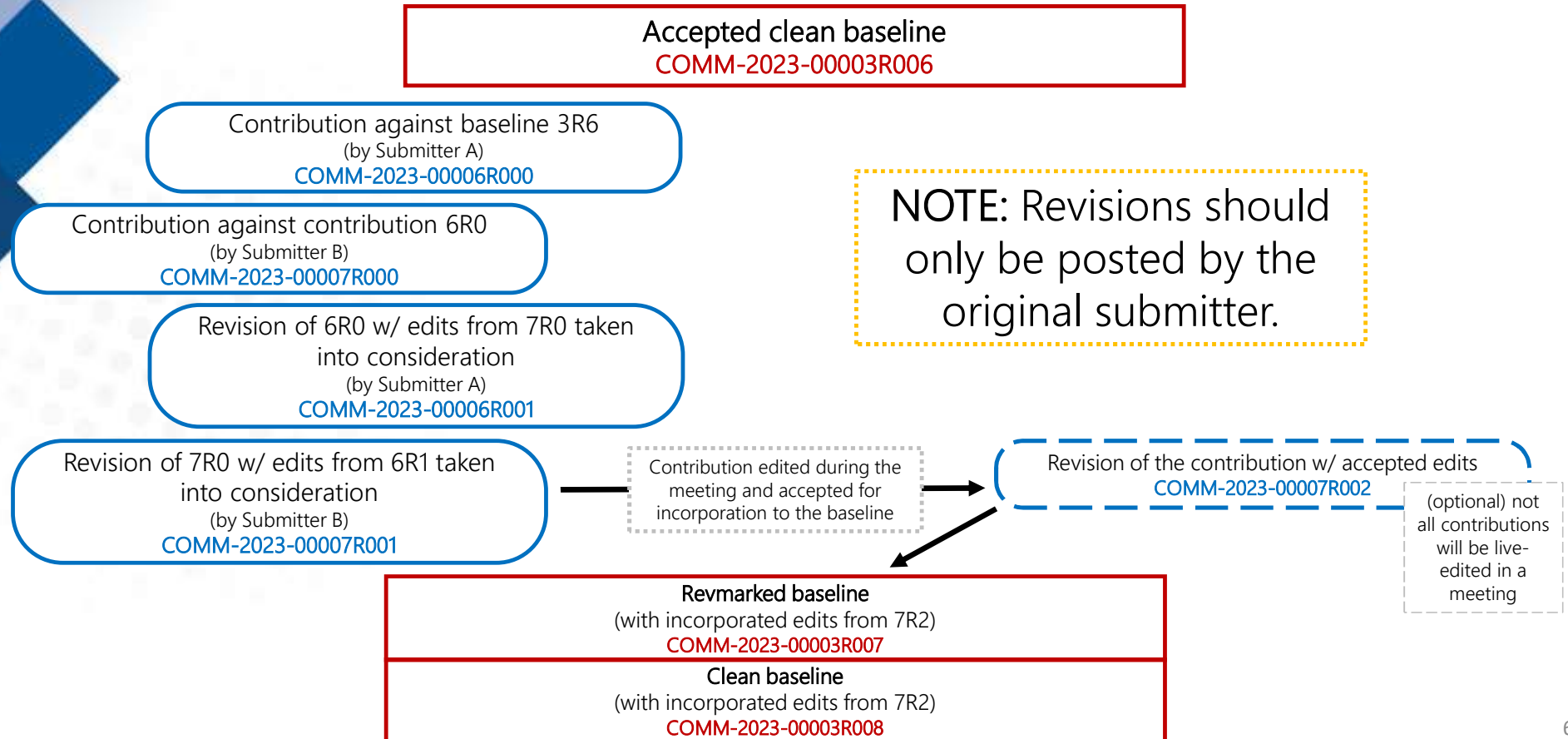
3R4 will need to be accepted as the new baseline at the following meeting before new contributions are reviewed

Edited Contribution Process (with live edits)



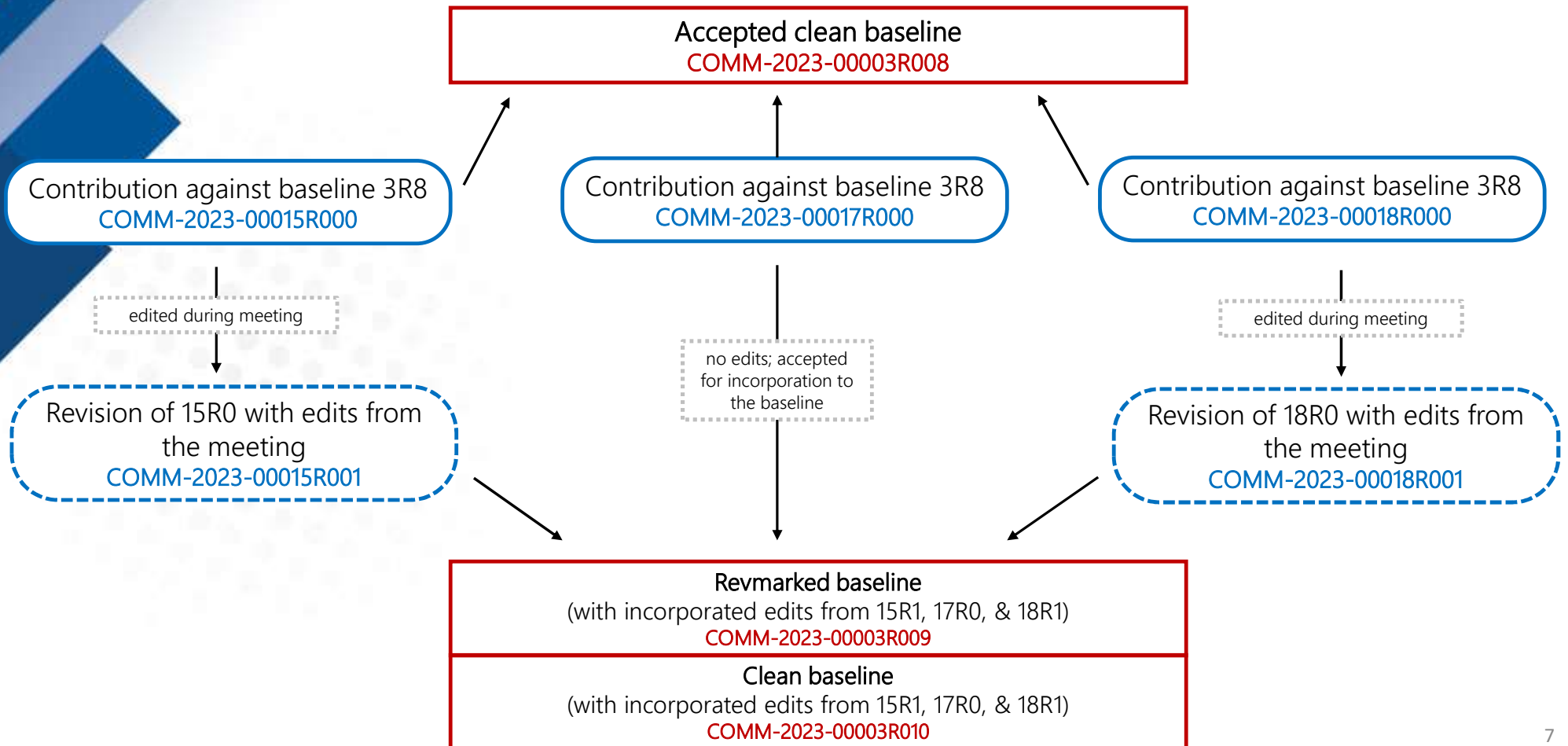
3R6 will need to be accepted as the new baseline at the following meeting before new contributions are reviewed⁵

Contribution against Contribution Process (Cascading Contributions)



3R8 will need to be accepted as the new baseline at the following meeting before new contributions are reviewed

Process Overview



3R10 will need to be accepted as the new baseline at the following meeting before new contributions are reviewed



Conclusion

- > Not all scenarios are addressed in this presentation. Other scenarios will be discussed by the group on a case-by-case basis.
- > Please contact Jackie Wohlgemuth, Director – Global Standards Development (jwohlgemuth@atis.org), or Anna Karditzas, Senior Coordinator – Global Standards Development (akarditzas@atis.org), with any questions.