

**Accredited Standards Committee
X3, Information Processing Systems**

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Procedure for Funding X3T10 Technical Editors

Abstract: The volume of work in X3T10 exceeds the capacity and capabilities of volunteer technical editors. This procedure, if adopted, would provide funding for paid editors to support the development and publication efforts within X3T10. The necessary funds (Editors Fund) would be collected by adding a nominal surcharge to the mailing subscription fee. Funds would be distributed to the paid editors by the X3 Secretariat upon approval of an invoice by X3T10.

Enactment: This procedure shall be enacted upon approval by X3T10. Upon enactment, the X3 Secretariat shall establish accounting procedures to collect and administer the Editor Fund.

Funds Collection: The Editors Fund shall be maintained by the X3 Secretariat. A surcharge of \$50.00 shall be added to the X3T10 Mailing Subscription Fee. The funds collected from this surcharge shall be accumulated in the Editors Fund. Monies remaining in the Editors Fund at the end of the year shall be rolled over into the Editors Fund for the next year. X3T10 may adjust the amount of the surcharge to the Mailing Subscription Fee from year to year to reflect anticipated editing workload.

Funds Accounting: The X3 Secretariat shall report that status of the Editors Fund to X3T10 annually and whenever the X3 Secretariat receives an invoice for editing work.

Funds Distribution: Upon receipt of a written invoice for editing work, the X3 Secretariat shall notify the X3T10 Chair providing a copy of the invoice and the current balance in the Editors Fund. The X3T10 Chair shall either add an item to the agenda of the next X3T10 meeting or issue a letter ballot to authorize payment of the invoice. Upon X3T10 approval of the invoice, the X3T10 Chair shall notify the X3 Secretariat of the approval and the X3 Secretariat shall issue a check for payment of the invoice. X3T10 shall not authorize payment of an invoice which would exceed the balance in the Editors Fund.

Editing Authorization: X3T10 may contract editing work on approved projects as deemed appropriate by the Task Group providing such contract work does not exceed the funds available in the Editor Fund.