To: NCITS Technical Committees  
From: NCITS Secretariat  
Subject: Clarification of Web Distribution of Standards (Draft or Approved)  
Date: August 29, 1997  

We permit distribution and copying without charge of both approved and draft standards to those participating in the development of those standards. Such distribution and copying can be in print or by electronic means. Any other distribution requires agreement with the Secretariat, ANSI or ISO, for international projects.

This means that committee distribution through electronic means must be restricted to the membership by using electronic mail or Web, FTP or other software protected at least with passwords.

In addition, none of us has the right to use an approved standard's designation (e.g., X3.132-1995 or IS 10999) in conjunction with text labeled "Draft." This is clearly a misrepresentation of the status of the document. In addition, it may create legal liability to whomever makes the misrepresentation from a user of the draft or the copyright owner of the approved document.

All NCITS drafts must carry the following notice:

Notice:  

This is a draft proposed American National Standard. As such, this is not a completed standard. The Technical Committee may modify this document as a result of comments received during public review and its approval as a standard.

Permission is granted to members of NCITS, its technical committees, and their associated task groups to reproduce this document for the purposes of NCITS standardization activities without further permission, provided this notice is included. All other rights are reserved. Any commercial or for-profit reproduction is strictly prohibited.

Finally, NCITS has approved certain principles for us to incorporate into a formal copyright policy. The policy is under development and will be distributed when available.

The principles are the following:

1. NCITS shall establish procedures that result in a valid copyright in its documents.

2. The copyright shall be held and administered by ITI on behalf of NCITS.

3. Copyright of all works created during the standards process shall be solely for NCITS's benefit.

4. Pre-existing works shall be submitted with a non-exclusive license permitting the work to be used in the standard development process, incorporated into a final standard, published, and copies in any medium or form of the standard may be sold or given away at NCITS's discretion.

5. TC participants may freely make copies of all works covered in 3 and 4 to carry out the standards development process but shall not make copies for any other purpose.

Further questions about the copyright policy should be addressed to Ken Zemrowski, PPC Chair, at ken.zemrowski@faa.dot.gov.