



Wi-SUN Alliance

**Policy and Procedures
Voting Policy**

Phil Beecher

Version 1V00

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1 Release History

Table 1 Revision History

Version	Date	Author	Comments
0.1	9 October 2012	Phil Beecher	First Version for Comment
0.2	2 December 2012	Phil Beecher	Various Clarifications
0.3	6 December 2012	Phil Beecher	Revisions for Board Approval – Approved at Board Meeting
1.0	8 January 2013	Phil Beecher	Clean version posted to Members

- 1 2 Background Documents
- 2 2.1 References
- 3 2.2 Companion Documents
- 4 Wi-SUN Alliance Promoter Member Agreement
- 5 Wi-SUN Alliance Contributor Member Agreement

1 **3 Definitions and Acronyms**

2 **3.1 Definitions**

3 Meeting Any meeting of Wi-SUN Alliance, either tele-conference, online
4 meeting or Face to Face meeting

5 Consensus Consensus for document approval is when all voting members give
6 consent to the approval of the document. Note that giving consent
7 does not necessarily mean that the proposal being considered is one's
8 first choice. Group members can vote their consent to a proposal
9 because they choose to cooperate with the direction of the group, rather
10 than insist on their personal preference.

11 Quorum The quorum level is 50% or greater of eligible voters.

12

13 **3.2 Acronyms**

1 **4 Voting Policy**

2 **4.1 Introduction**

3 Paragraph 4) of the Wi-SUN Alliance Bylaws states that Contributor Members do not have voting
4 rights, “unless determined otherwise by the Board of Directors”.

5 This document describes the policy for assigning voting rights to Contributor Members in Wi-SUN
6 Working Groups and Sub-Committees and clarifies voting policy within the Technical Working
7 Groups and Committees.

8 **4.2 Voting Rights**

9 **4.2.1 Promoter Member Companies**

10 Each Promoter member company has 1 vote in each committee or working group, regardless of
11 attendance.

12 **4.2.2 Contributor Member Companies**

13 **4.2.2.1 Gaining Voting Rights**

14 Each Contributor member company may gain voting rights as follows:

- 15 i) By attending the inaugural meeting of a committee or working group or task group, OR
16 ii) By attending 3 of 5 successive meetings of a committee, working group or task group.

17 In each of the preceding situations, voting rights are gained at the start of the respective meeting.

18 **4.2.2.2 Losing Voting Rights**

19 Each Contributor member company will lose voting rights in a committee, working group or task
20 group, if they miss 3 of 5 successive meetings, either remote meetings, or face to face meetings.

21 **4.2.2.3 Regaining Voting Rights**

22 Voting rights are re-instated when the Contributor member company again meets the conditions to
23 gain voting rights.

24 **4.2.3 Others**

25 Other membership classes and staff are not eligible to vote.

26 **4.3 Consensus**

27 When possible, approval of documents and decisions in committees, working groups and task
28 groups shall be based on consensus (see 3.1)

1 If consensus cannot be achieved, approval of documents and decisions shall be made by conducting
2 a vote or ballot.

3 4.4 Ballots

4 4.4.1 Initial Ballots

5 New documents shall be balloted for a minimum of 7 days. Each eligible member company may
6 cast 1 vote per company. Valid votes are: Approve (Y) without comments, Approve (Y) with
7 comments, Disapprove (N) with comments, Abstain (A).

8 The commenter should indicate for each comment if it “Must Be Satisfied”. Comments marked as
9 “Must Be Satisfied” indicate a disapprove (N) vote.

10 A document is approved if it receives 2/3 (66.6%) or more Approve (Y) votes. The approval
11 ratio/percentage is calculated as (number of Approve votes)/(number of Approve + Disapprove
12 votes) i.e. $Y/(Y+N)$. Abstain votes are not used in the calculation.

13 However, it is expected that an attempt is made to resolve all comments received during a ballot to
14 the satisfaction of the commenter and the group.

15 4.4.2 Recirculation Ballots

16 Revised documents and resolved comments shall be recirculated for review by the voting pool.
17 Decisions (including approval of comment resolutions and revised documents) can be made either
18 by ballot or during a meeting. The minimum duration for a ballot is 7 days. If a member of the
19 voting pool does not vote during recirculation, their previous vote is carried forward.

20 4.5 Decisions during meetings

21 Decisions (including approval of comment resolutions and revised documents) can be made either
22 by ballot or during a meeting. All votes require 2/3 (66.6%) or more approval to pass, based on
23 $Y/(Y+N)$.

24 4.5.1 Document approval

25 If document approval is by a vote on a conference call or online meeting, the meeting must be
26 quorate (see 3.1) and either:

27 i) the intention to vote on the document must be published 7 days prior to the call/meeting (agenda
28 or other announcement)

29 OR

30 ii) all eligible voters are present at the call/meeting and unanimously agree to hold the vote.

31 4.5.2 Other decisions

32 All other decisions can be made at a meeting providing that:

33 i) the meeting is quorate and

34 ii) the meeting has been announced 7 days prior to the meeting.

1 **4.6 Voting Pool**

2 A voting pool comprises the eligible voters at the start of the ballot. Members of the voting pool
3 remain constant from the start of the initial ballot until the completion of all recirculations of a
4 document.

5 **4.7 Final Approval**

6 All documents require final approval of the Wi-SUN Alliance Board of the Directors as described
7 in the Wi-SUN Alliance Bylaws.