IDPro Body of Knowledge Program Charter

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Abstract: This document is the charter for the Body of Knowledge.

Mission

To develop and provide resources for the education and career advancement of identity professionals worldwide.

Scope

The goal of IDPro's Body of Knowledge program, designed to last through the lifetime of IDPro, is to create and maintain a sustainable learning resource for identity professionals supporting a certification program by which identity professionals may certify their knowledge and experience in the identity field. The IDPro Body of Knowledge program will be closely tied to the IDPro certification program and be as vendor-agnostic as possible without ignoring ubiquitous technologies.

The program shall have the following long term requirements:

- Support a variety of constituencies, including practitioners (at various levels) as well as other professionals not entirely focused on identity – such as application developers, managers, and policymakers.
- Be of high quality.
- Initial development of the BoK will be in English.
- Be based on, and reference currently relevant work and best practices.
- Be applicable to constituencies worldwide.

The program is composed of five primary entities (or participant groups):

- BoK Committee

- Staff, including: writers, editors, and others as needed from time to time
- Contributors (authors and reviewers): IDPro and nonIDPro
- IDPro Board of Directors
- Adopters/Users

These entities have varying levels of responsibility and commitment to the program.

Objectives:

Body of Knowledge

The purpose of the IDPro Body of Knowledge Committee is to produce training and reference (handbook) content for Identity professionals. In order to accomplish the objectives of the program, IDPro must have the following resources:

1. BoK committee
2. Principal Editor and supporting staff

Participation

BoK Committee

The BoK Committee shall be chartered as an Other Committee (as defined in Section 4.7 of the Membership Agreement) by the IDPro Board to work on the development and maintenance of the Body of Knowledge.

The committee shall be open to any Individual Member and representatives of Organizational and Enterprise Members of IDPro who are in Good Standing. Members are requested to serve for two-year terms; terms may be renewed.

The committee shall have a minimum of 5 members. Working within the constraints of availability, the board will seek committee composition striking a fair balance of Organizational, Enterprise, and Individual Members.

The committee shall strive to reach decisions by consensus. In the case that it cannot, the decisions shall be made by Simple Majority Vote.

The committee may have, as part of its membership, a member of the Board of Directors.

The committee shall have the following deliverables:

- Conduct an annual structured planning exercise to set the goals and deliverables for the program each year, using the planning method currently in use by IDPro (such as the Vision, Values, Methods, Obstacles and Measures, or V2MOM).
- Establish the subject matter coverage goals for the BoK for each release;
- Support the development process as defined on the IDPro Body of Knowledge Review and Publication Process site. This includes finding authors for desired topics, following the review and approval cycles, developing and implementing risk management techniques and problem resolution methods. The methods of development and publication must support and track frequent updates and publications;
- Develop and gain approval for a program budget;
- Establish the release schedule (roadmap);
- Identify the tools with which the BoK will develop and distribute content, ensuring the tools are accessible to participants (i.e., no company restrictions on use), secure, and supports multiple editors, version and issue tracking;
- Provide guidance on structure, format, and content to the Principal Editor;
- Participate in draft reviews, for example providing written comments on drafts.

Principal Editor (Other Staff)

The Principal Editor is a non-volunteer resource for the BoK Program and BoK Committee responsible for providing overall content, editorial, and managerial services.

The Principal Editor is responsible to the BoK Committee and ultimately reports to the Board of Directors.

The Principal Editor shall be responsible for:
- Managing the deliverables and supporting the requirements of the BoK Committee,
- Optionally, performing editorial tasks without assistance, or
- selecting spot writers and spot editors on a piecework basis up to the funding limit (with Board approval)
- Supervising any spot writers, spot editors, and copy editor (as relevant)
- Managing expenses to stay within allocated budget
- Reporting on program expenses to the board Treasurer.

Contributors: IDPro and nonIDPro

The Contributors, comprising members and nonmembers of IDPro, are a volunteer resource (solicited or unsolicited) for the development, contribution, and review of the content for the BoK. The Contributors may be responsible for:

- Providing content via original writing
- Acting as a subject matter expert to assist the committee and the writing team
- Providing already published content (in accordance with the IDPro IPR Policy) for the BoK.

Authors and Reviewers

The intent of providing an author list in the document header is to recognize the contributions of those who contributed to the majority of the technical content of the document. Listing as an author indicates active technical contribution to the text either by personally writing a substantial part of it or by detailed and close technical collaboration with the person(s) doing so.

Reviewers may offer advice and propose text; the authors are encouraged to acknowledge reviewer's contributions by acknowledging them as contributors in an Acknowledgement section.

IDPro Board

The IDPro Board is the body responsible for review and final approval of all deliverables of the BoK Committee. It sets the overall strategy and goals for the BoK and is responsible for finding and allocating funding for the program, whether that funding comes from membership dues, direct initiative donation, or other means.

Adopters/Users

The Adopters or Users consist primarily of the population of identity and access management professionals who will adopt, consume, and use the BoK. Non-identity professionals may find certain content useful as well, and are free to use the BoK as a resource according to the guidance of a *CC BY*-NC-ND 4.0 license.

Output

Content Format

The content of the BoK should be provided in a form that accommodates the following: indexing, printable, digitally available (e.g., PDF, HTML, ebook).

Resources

In order for the program to be successful, it shall require significant investment in the form of time and funding from IDPro, and its members.

Risks

There are several identified issues in relation to developing the Body of Knowledge program that would affect the timeline, content, and sustainability of the program deliverables. These include:

1. Inadequate funding sources
2. Insufficient volunteer commitment
3. Intellectual Property claims
4. Establishing the policy, if any, regarding content protection addressing costs, benefits, member and public access
5. External forces that may impact the content of the developed work
6. Difficulties arising from acquiring content from external parties (e.g., payment or legal claims)

Change Log

March 2022

- Added two-year term expectation
- Clarified the responsibilities of the BoK Committee
- Added a definition of author and reviewer roles
- Improved clarity and writing style of this document

August 2020

- Remove mandate for certification program
- Remove membership requirements ("no more than 50% of its members from vendor companies")
- Fixed formatting
- Added a pointer to the *CC BY*-NC-ND 4.0 license
- Added mention of Enterprise membership
- Clean up and clarifications