

GA4GH Product Approval Submission Form

[Info for Secretariat/Programme Manager

This should be copied by your Programme Manager to the 'product approval process' folder in the primary Work Stream home directory, named [Product]-v[Major Version]-product_approval_submission and this paragraph removed. It should not be edited directly.

Please ensure that your product team has read the product approval processes document linked to below early in the product development stage. This document requires that a number of other items are completed before submission. In particular the requirement for multiple implementations needs to be something they are aware of before progressing.

]

This form is to be used when your product is deemed complete and ready for submission for GA4GH Approval. Please read the [GA4GH Product Approval Processes](#) document for more details. When it is completed please notify your Programme Manager.

Deadline for submission:

This should be 8 weeks before the intended date for the Steering Committee meeting at which it is intended to be presented.

[Product Overview](#)

[Product Information](#)

[Product Maintainers](#)

[Implementation Details](#)

[Product Review Committee](#)

[Foundational Work Stream Questionnaires](#)

Product Overview

Primary Work Stream:

Product Name:

Product Version:

GA4GH Products use semvar versioning of MAJOR.MINOR.PATCH. If not using this a reason and details of the alternative version scheme should be detailed here:

Using Semvar

or

Details of and reasons for alternate versioning scheme:

Source Driver Projects / Other Sources

Please list parties driving the use of the product

1. Driver Project 1
2. Driver Project 2
3. Other Party using the standard

Product Information

Public Configuration Management System URL:

It is assumed the specification will be placed in a system that facilitates a mechanism where it is available for download to the public, available for comment to the public, and allows a record of how it is updated. Typically this will be a GitHub repository, so please specify the location of the GitHub repo or equivalent here.

Product Background URL:

Please provide a link to a document which describes the need and purpose of the product. You should also indicate if the specification is meant to be integrate with additional GA4GH products (which may or may not be under development). This can be a link to a Google Doc or part of the GitHub repository.

Specification URL:

The location of a human readable format version of the specification. This document is regarded as 'the specification' and will form the basis of the review. This is the current location, if it is different from the intended final location.

Which GA4GH Secretariat managed account been setup as an Owner/Manager of this repository? *Please add the indicated user to the relevant version control repository if you have not already done so. If the version control system you have use is not listed please contact secretariat@ga4gh.org to help organise one.*

Delete as appropriate. There needs to be at least one.

repository is located in GA4GH Organisation space at <https://github.com/ga4gh>

rishidev user on GitHub

mkonopko user on GitHub

lindsmith user on GitHub

Product Landing Page:

URL of a site a user will be directed to discover more about the specification. This will be linked to from the GA4GH website, so is intended to be the final landing page where GA4GH directs users to the specification.

Product Maintainers

List at least two and ideally three individuals who are a point of contact for maintenance issues

Name:

Host Institute:

Email Address:

Name:

Host Institute:

Email Address:

Name:

Host Institute:

Email Address:

Update Page:

Please provide a URL to a user facing document that details how a user may make changes, and the decision making process. [See here for one possible example.](#)

Implementation Details

Each standard requires two implementations. They do not have to be open source. Please indicate where these can be viewed/obtained. In a client-server relevant APIs there should be 2 clients and 2 servers.

Web Front End / Client Implementation 1 URL

Implementation Notes

Web Front End / Client Implementation 2 URL

Implementation Notes

Server Implementation 1 URL

Server Implementation 2 URL

Interoperability Notes

Different standards will have different paradigms that demonstrate the interoperability of implementation instances of the specification. Please detail how implementations have shown to interoperate with each other here. You can add information showing how multiple clients were able to connect with multiple servers correctly, or how different clients were able to process or roundtrip the data in the same way. This can be a link to an interop document with further details as well.

Product Review Committee

Please list the three members who will make up the Product Review Committee. These should have already been contacted by yourselves to confirm they are happy with this role. The Programme Manager should have circulated the names to the Engineering Group and Secretariat and can confirm the individuals insurmountable objections have not been raised.

For visibility, individuals are required to record their approval on a branch created on the [Approval Tracker repository](#). GitHub handles are required to enable this.

Work Stream Lead

The first member must be the lead of a different Work Stream to the main proposing Work Stream

Name:

Email Address:

GitHub handle:

Driver Project Representative

The second member must be a representative of the source Driver Project for this product. This member should have knowledge of the specification development.

Name:
Email Address:
GitHub handle:

Third Member

This may be any individual who is an active member of a Work Stream different to the Primary Work Stream and the Work Stream led by the individual named above, or another individual with expertise in the field. It is recommended that this person is outside GA4GH if possible.

Name:
Email Address:
GitHub handle:

Foundational Work Stream Questionnaires

Below are a set of separate forms to be completed for Foundational Work Streams. These all need to be completed at the time the product approval form is submitted. They may also be submitted in advance if required.

Regulatory & Ethics Questionnaire URL

[Info for Secretariat/Programme Manager

The Programme Manager should copy the [Regulatory and Ethics Questionnaire](#) to the 'product approval process' folder in the primary Work Stream home directory, and rename it **[Product]-v[Major Version]-Regulatory and Ethics Assessment.**

A link to this document should be placed here

This paragraph should then be removed.

]

Data Security Questionnaire URL

[Info for Secretariat/Programme Manager

The Programme Manager should copy the [Security Questionnaire for Product Approval](#) to the 'product approval process' folder in the primary Work Stream home directory, and rename it **[Product]-v[Major Version]_Security Approval.**

A link to this document should be placed here

This paragraph should then be removed.

]

Partner Engagement Questionnaire URL

[Info for Secretariat/Programme Manager

The Programme Manager should copy the Partner Engagement [Questionnaire for Product Approval](#) to the 'product approval process' folder in the primary Work Stream home directory, and rename it **[Product]-v[Major Version]_Partner Engagement**.

A link to this document should be placed here

This paragraph should then be removed.

]