

TAC Subcommittee Charter: LF Edge Shared Community Lab

Version v1.0 - Approved January 13, 2021

Mission

To oversee the operation of the LF Edge Shared Community Lab, ensuring the lab resources are fairly available to all LF Edge Projects and to the greatest extent possible the laboratory is equipped and outfitted to support those projects.

Membership

1. **Subcommittee Membership Eligibility:** It is expected that subcommittee membership shall be open to all LF Edge Contributors; however, the Lab subcommittee [or TAC] may impose restrictions such as the number of participants from a single company [organization] and/or Project. While the desire may be to keep its size and scope limited, the Lab subcommittee shall be open to the LF Edge membership.
2. **Subcommittee Chair / Vice Chair:** The Lab subcommittee may elect a Chair and optionally a Vice Chair who is responsible for leading meetings and representing the subcommittee to the TAC.
3. **Subcommittee Chair / Vice Chair Elections:** The Chair or Vice Chair will be elected by members of the subcommittee as of the date the nomination process starts for the election.
4. **Subcommittee Voter Eligibility:** All members of the subcommittee are eligible to vote.
5. **Subcommittee Election Confirmation:** The elected Chair (and/or Vice Chair) is submitted to the TAC for confirmation. The TAC decides to accept the outcome or requests a new voting.

Responsibilities

1. Maintain and publish the lab's acceptable usage policy (AUP), that shall define and govern the lab's usage by LF Edge project participants. The TAC shall approve the initial AUP, and any updates to the AUP, as recommended by the Lab Subcommittee.
2. Review, approve, or deny, participant requests for booking extensions.
3. Review requests for hardware or software purchases for the lab, if approved, forward the recommendation to the TAC for final approval. It is expected projects and participants would submit requests for such purchases to support project requirements. Final approval of all purchases remains the responsibility of the TAC at large. The TAC will submit to the Board requests for additional budget if/as required.

4. Review proposed donations to the lab, with a goal to ensure the donation is appropriate to the lab, would be a useful addition to the lab, and would be sustainable to operate within the lab. In general, donations should be equipment or resources (hardware / software) that would be useful to the larger LF Edge community (Projects).
5. Review lab inventory, to ensure hosted equipment is well used and current with the LF Edge community (Project) needs. Make recommendations for when equipment should be retired from the lab.
6. The Lab Subcommittee operates on a rough consensus basis. If the subcommittee is unable to reach consensus on what advice to offer, the subcommittee Chair shall raise the issue with the TAC, where a formal vote can be taken, or advise the project that the subcommittee cannot reach consensus.