

# API Governance

API Action Log.xlsx

Stage/ Checkpoint	I API Inception	II Requirements Gathering	III Build & Validate	IV General availability	V Adoption
Entry Criteria	<ul style="list-style-type: none"> <li>JIRA Contribution</li> </ul>	<ul style="list-style-type: none"> <li>2 weeks prior of Spec Jam</li> </ul>			
Input	<ul style="list-style-type: none"> <li>New API Proposal</li> <li>JIRA Backlog</li> <li>API Change Request</li> <li>Crowdsourcing Template</li> </ul>	<ul style="list-style-type: none"> <li>JIRA project space</li> <li>API Profile Template</li> <li>BA</li> <li>SID Mapping</li> </ul>	<ul style="list-style-type: none"> <li>JIRA Requirements</li> <li>API Profile</li> <li>BA</li> <li>Other docs as appropriate</li> <li>Swagger editor</li> <li>SID Mapping document</li> </ul>	<ul style="list-style-type: none"> <li>JSON schema &amp; Swagger in Github</li> <li>Updated API Data Model (UML)</li> <li>Swagger Hub console available</li> <li>Developer Portal Updated</li> <li>Sandbox running reference implementation</li> <li>Java code on Github</li> </ul>	<ul style="list-style-type: none"> <li>No of Hits on Developer Portal</li> <li>Number of mentions in social networks</li> <li>Adoption Survey</li> </ul>
Process		<ul style="list-style-type: none"> <li>Gather applicable documents</li> <li>Conduct Requirements Spec Jam or meetings (liaison, prior contributions, standards etc)</li> <li>Updated API Profile Template &amp; BA</li> <li>Updated requirements into JIRA</li> <li>SID mapping requirements</li> </ul>		<ul style="list-style-type: none"> <li>Marketing elements deployed in TM Forum website and other marketing vehicles such as newsletters &amp; social networks</li> <li>TM Forum API Website updated</li> <li>CTK links available to wider audience</li> <li>Spec Lead follow up with issues/questions from developer community</li> <li>Announce companies which pass CTK</li> </ul>	

- New API

- Business Agreement (BA) OR new proposal
- Complete API Pr of the Template
- Governanc Review
- Completion of the Cr o w d s o u r c e T e m p l a t e

- Develop Adoption Plan; identify target
- Target and inform specific Developer communities about the availability of the new API
- Target/organize Hackathons to support adoption
- Track/follow up with members who are in Member Adoption Form
- Update Adoption List, Developer Portal API Webs
- Ensure publicity of API through all stages of development
- Identify and inform other ecosystem of API availability
- Conduct webinars driven by members to share experience in adoption

- Existing API
  - Change Request for API (BAC Change OR New Request)
  - API Change Request
  - Completed API PR of the Template
  - Governance Review
- Add API JIRA to next release schedule

<p><b>Output</b></p>	<ul style="list-style-type: none"> <li>• Updated API Profile Template with reason for rejection or further clarification</li> <li>• New JIRA project (for a CR there will be a new version of the project)</li> <li>• Updated JIRA Release</li> </ul>	<ul style="list-style-type: none"> <li>• Requirements in JIRA</li> <li>• Appropriate postings for project</li> <li>• Updated BA</li> <li>• Updated SID Mapping template</li> </ul>	<ul style="list-style-type: none"> <li>• Completed action list captured during Spec Jam</li> <li>• Follow-up action plan created in Action Log</li> <li>• Updated BA &amp; JIRA</li> <li>• Specifications stored in Confluence</li> <li>• Reference implementation running in sandbox</li> <li>• Reference implementation &amp; JAVA Code in Github</li> <li>• Developer Portal Updated</li> <li>• TM Forum Web Page updated</li> <li>• CTK - Level 0 &amp; Level 1 available on Github</li> <li>• Reviewed SID Mapping spec</li> </ul>	<ul style="list-style-type: none"> <li>• JIRA Release updated</li> <li>• Published Release Note</li> </ul>	<ul style="list-style-type: none"> <li>• Adop on Repo - CTF</li> <li>• Adop on State ents</li> <li>• Surve result</li> </ul>
<p><b>Links</b></p>	<p>API Change Request Template</p> <p>API Profile Template</p> <p>API Governance Rules</p> <p>API Charter</p> <p>Business Canvas</p> <p>API Crowdsourcing template</p>	<p>API REST Guidelines</p> <p>API Governance rules</p> <p>Member Adoption Form LOI</p> <p>Business Agreement Template</p> <p>API Profile Template</p> <p>API Data Model SID Mapping Rules and Guideline</p> <p>API Data Model SID Mapping Template</p>	<p>API Spec Template</p> <p>Action Log</p> <p>API Governance Rules</p> <p>Swagger Editor</p>	<p>Developer Portal</p> <p>Github</p> <p>Open API Table</p> <p>Link to collect questions &amp; change requests form developer community (NEW!!!!) (where should this be??)</p>	<p>Adoption Survey</p> <p>API Adoption Survey on Web Page (NEW!!!!)</p>
<p><b>Checkpoint</b></p>	<ul style="list-style-type: none"> <li>• Governance review</li> </ul>	<ul style="list-style-type: none"> <li>• Governance rules &amp; Guidelines adhered to</li> </ul>	<ul style="list-style-type: none"> <li>• API Spec compliant with REST Guidelines and Template</li> <li>• API Spec has been reviewed by Information Framework Team to make sure it is conformant with Information Framework</li> <li>• API Data Model has documented mappings to SID</li> <li>• API Spec is conformant with existing API Data Model for existing resources or data types.</li> </ul>	<ul style="list-style-type: none"> <li>• JIRA Release</li> </ul>	<ul style="list-style-type: none"> <li>• Governance and Business owners to refine steps to improve adoption</li> </ul>
<p><b>Exit pre-conditions</b></p>	<ul style="list-style-type: none"> <li>• Resourcing available?</li> <li>• Enough number of members/level of interest?</li> <li>• Can a Spec Jam be done within the next 3 months?</li> <li>• Have business drivers been established?</li> </ul>	<ul style="list-style-type: none"> <li>• Governance guidelines &amp; rules followed?</li> <li>• API Profile Requirements are in JIRA?</li> <li>• Sec Lead nominated? (optional in this stage, mandatory by Build stage)</li> </ul>	<ul style="list-style-type: none"> <li>• 4 weeks of member review completed?</li> <li>• 2 weeks larger community review done?</li> <li>• REST Guidelines followed?</li> <li>• API Governance &amp; Rules followed for all outputs? <ul style="list-style-type: none"> <li>• API Data Model is based on SID Concepts and CRs on SID are raised where applicable</li> <li>• API Evolution Backlog and Change Requests in JIRA</li> <li>• API conformant to Forum REST API Design Guidelines</li> <li>• API Versioning Policies</li> <li>• Use of Specification and Requirements Templates</li> </ul> </li> <li>• Deviations documented?</li> <li>• Spec lead Nominated?</li> </ul>		

<b>Cross-functional Implications</b>	<ul style="list-style-type: none"> <li>• Cross review by Framework team</li> </ul>	<ul style="list-style-type: none"> <li>• Review by API Program, Liaison, Community At Large, Framework, Impacted Projects (example ZOOM)</li> </ul>	<ul style="list-style-type: none"> <li>• Framework, Impacted Projects, API Program, Liaison review</li> <li>• Marketing message in place on all social networks</li> </ul>		
<b>Actors- RACI</b>	R, A - Members, Project teams, API Governance C - Framework team, Impacted API functional teams I - API program	R - Members, Project teams, API Governance, Spec Lead A - API Governance C - Framework Team, impacted API functional teams I - API program	R - Spec Lead, API Team A - API Governance C - Framework Team I - Conformance		
<b>Role Description</b>	<ul style="list-style-type: none"> <li>• Spec Lead</li> <li>• C</li> </ul>	<ul style="list-style-type: none"> <li>• API team /Impacted API functional Team</li> <li>• Member of team working on a specific API; normally involved in all stages of the API</li> <li>• API Program</li> <li>• API Leadership Team</li> <li>• Scrum master (for Spec Jam)</li> <li>• Responsible for conduction a Spec Jam</li> <li>• API Governance</li> <li>• Comprised of members, and is responsible for ensuring process is followed, criteria are met, quality is maintained</li> </ul>	<ul style="list-style-type: none"> <li>• Framework Team</li> <li>• Member of Framework SID, TAM, eTOM</li> <li>• Forum member</li> <li>• Person belonging to a member company</li> <li>• Liaison</li> <li>• External organization with whom we have established a liaison agreement</li> <li>• Conformance</li> <li>• TM Forum Conformance team member</li> </ul>	<ul style="list-style-type: none"> <li>• Project Team</li> <li>• API Build team</li> <li>• Impacted Project</li> <li>• Strategic Program project which is impacted by the API</li> </ul>	

- Is from a Member company
- Is responsible for following up on questionnaire, change request set which come from the community.

	<ul style="list-style-type: none"><li>• M u s t r e p o r t b a c k t o G o v e r n a n c e t e a m o n A P I s t a t u s</li></ul>				
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