

SQA Distribution Process: Public Release Content on External Data Sharing Platforms

This document defines the Software Quality Assurance (SQA) process for public release of EPRI content through external data sharing platforms. Examples of external data sharing platforms include but are not limited to [Github.com](https://github.com) for open-source software deliverables and [Huggingface.co](https://huggingface.co) (determined case-by-case) for machine learning models, datasets, and AI artifacts, as well as third-party digital locations for public release.

Only approved digital platforms can be used to distribute EPRI material. Using platforms other than GitHub and HuggingFace may require additional InfoSec and Legal reviews. Although the product may be open source, it is still typically subject to licensing. The Project Manager should work with the Legal team to determine the appropriate license terms.

1. The following steps apply to both **Open-Source Software Deliverables** and **Machine Learning Models, Datasets, and AI Artifacts**:
 - a. R&D (e.g., Project Manager, Developer, etc.) reviews the [EPRI Software Policy](#) and confirms the applicable release requirements before starting the public release process.
 - b. R&D requests the SAP Deliverable Material (DM) ID # for the public release content.
 - c. (Non-Nuclear) R&D completes the [Free Results Posting Form](#) process and obtains approval for the public release content. (Nuclear) Obtain approval for pricing at \$0.
 - d. R&D submits the software deliverable or content package to SQA for testing, review, and release via the [SQA Submittal](#) ticket.
 - e. SQA reviews the submission, performs usability testing, and approves the content for public release.
 - f. SQA coordinates with R&D to complete any required repository or platform configuration needed for the release.
 - g. SQA uploads the content to the designated external data sharing platform.
 1. Future updates to the deliverable will require the project team to perform another SQA Submittal.
 - h. Software Distribution activates the DM ID # so the content can be published on EPRI.com with a link to the public platform.

2. Additional requirements for **Open-Source Software Deliverables** distributed through Github.com prior to Step 1D:
 - a. R&D must follow the [SWDEV.epri.com](https://www.epri.com/development/SWDEV) guidance for software development and release.
 - b. R&D must complete the applicable [Software Developer Requirements](#), including all required release documentation (e.g., Open Source About page, Disclaimer notice, Copyright notice, etc.).
 - c. R&D must follow the applicable [Software Development Process](#) including source code scanning before submission to SQA.
3. Additional requirements for **Machine Learning Models, Datasets, and AI Artifacts** distributed through Huggingface.co prior to Step 1D:
 - a. R&D must confirm that Machine Learning Models, Datasets, and AI Artifacts obtain Free Results Posting Form approval.
 - b. R&D must include EPRI license and Readme files, provided by Legal, with the content.
 - c. R&D must perform due diligence to ensure integrity of the content before submission to SQA.

Definitions:

- **DM ID:** Deliverable Material identifier required to publish content on EPRI.com and link it to its public distribution platform.
- **Open-Source Software Deliverable:** Software, source code, or related release materials approved for public distribution through an external data sharing platform, such as EPRI's Github.com account or via a third-party digital location.
- **Machine Learning Models, Datasets, and AI Artifacts:** Models, datasets, or related AI assets approved for public distribution through an external data sharing platform, such as EPRI's Huggingface.co account.