

# Wireless Innovation Forum Inclusive Language Policies and Procedures Version 1.0

**Approved by the Board of Directors on 9 September 2021**

It shall be the policy of the Software Defined Radio Forum, Inc. d/b/a the Wireless Innovation Forum (WInnForum) to promote the use of inclusive language in all published materials, including the reports, recommendations, and specification created by it's members.

Therefore:

1. The WInnForum will maintain a list as an appendix to this policy (Appendix 1) of words or phrases (terms) considered to be non-inclusive and proposed alternatives to those terms (hereafter "the list"). The date an alternative term is adopted will be included with each term.
2. The Governance Committee will periodically review the list and determine if changes should be made, according to their Duty of Care<sup>1</sup> and taking into consideration submissions from WInnForum members.
  - a. Such review could take into consideration similar policies made by other standards organizations.
3. Staff will work with the technical editor of each document to ensure this policy is appropriately followed.
  - a. Referenced source material can be presented as is, without modification.
  - b. Text that is derived from reference material should be modified to meet with this policy where possible.
4. This policy only applies to materials published after the date of approval of this policy by the Board of Directors.
5. Materials published prior to this date will not be subject to this policy.
  - a. Any report, recommendation, or specification that goes through technical revision will be revised following this policy unless determined otherwise by the Board of Directors.

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<sup>1</sup> [https://leginfo.legislature.ca.gov/faces/codes\\_displaySection.xhtml?lawCode=CORP&sectionNum=309](https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?lawCode=CORP&sectionNum=309).

## Appendix 1: List of Non-inclusive terms and Alternatives.

Term	Proposed Alternative (s)	Date Adopted
Master	Primary, Controller, Parent	9 Sep 2021
Slave	Secondary, Worker, Child	9 Sep 2021
White List	Allow List	9 Sep 2021
Black List	Block List	9 Sep 2021
Man Hour/Man Day	Person Hour/Person Day, Full Time Equivalent (FTE) Hour/FTE Day	9 Sep 2021