

TWG Chair Meeting Requirement and Product Nomination Process

2 Feb 01

Modified Requirement Process

- **Service agency appoints a designated requirement submitter (DRS)**
 - Requirements are only accepted from this person
- **Requirements are submitted to TWG Chair using a standard DISA Form and a standard format**
 - Standard format e.g word
 - Format for tracking number
 - » 2 letter service/agency Identifier followed by number assigned by DRS

Standard Format

Tracking number (will conform to standard; 2 ltr service/agency identifier followed by tracking number assigned by DRS.

Examples: AR-Army, AF-Air Force, NA-Navy, etc)

DRS information: name, e-mail, phone #

Individual submitter information: program, name, e-mail, phone #

Requirement description

Needed platforms

Need date &/or COE version

TWG identifier (TWG to which this requirement has been sent)

Comment field (submitter may elaborate potential solutions)

Response field (completed by the TWG Chair to detail disposition)

Modified Requirement Process Continued

- **Receive requirements from DRS.**
 - Requirements cannot/will not be accepted from other individuals.
 - TWG chair refers them to the DRS.
- **Review requirements and categorize**
 - six potential categories

Potential Categories

- »Requirement is accepted, possibly with a wording change –
 - notify DRS of acceptance, provide the paragraph number, and the SRS text
- »Requirement is rejected
 - notify the DRS with reason for rejection.
- »Requirement already exists in the SRS,
 - notify the DRS, provide paragraph number and text in SRS version that already states the same intent as requirement submitted.
- »Requirement already exists in the SRS and is implemented
 - notify the DRS quote paragraph and text in SRS version that already states this requirement and provide product and version of COE wherein it is implemented.
- »Requirement is unclear, table the requirement
 - notify the DRS that action will be postponed until clarification is provided.
- »Requirement is misdirected
 - notify the DRS with suggestions for an alternate TWG.

Modified Requirement Process (Cont)

■ Tracking Requirements

- Build a Requirements Traceability Matrix (RTM)**
 - » format TBD by DISA.**
- Update the RTM with the data provided at the PDR by the segment developers/vendors**
- Notify the DRSs that the RTM has been updated.**
- Develop and maintain an archive of every requirement received with its disposition.**

■ Maintenance Concerns

- Is there a RTM for each version of the COE (4.1, 4.2 ...)**
 - » Time/expertise to update the RTMs for every COE version ?**
- Issue: When should the RTM be updated after the PDR or when the segment is available?**

Modified Product Nomination Process

- **Receive a formal letter**
 - S/A states that COTS product is being nominated.
- **TWG Chair Schedules a preliminary discussion/demo of product**
- **TWG evaluates product based on some criteria**
 - Criteria TDB. e.g who is going to segment, how does it fit with other COE segments, does it follow standards, etc.
- **TWG Chair Schedule PDR**
 - RTM inputs and all CDR questions to be answered

Modified Product Nomination Process Continued

- **TWG Chair Attends CDR**
 - Scheduled by DISA Chief Engineer
- **DISA publishes acceptance of COTS on a DISA web site with an expected availability date**
- **DISA updates web site**
 - To inform public that product has made it through test and is available
 - DISA notifies TWG Chair
- **TWG Chair updates RTM**
 - Chair e-mails DRSs that an updated RTM is available.

RTM Issues

After CDR

■ When should the RTM be updated

– After the PDR

» after the PDR entails a risk

- segments may not make it through test and that info may not get to TWG chair in a timely fashion

– **Recommendation: Update the RTM when DISA advertises that a segment has made it through test and is available.**

■ How often is the RTM updated

– Segments will continue to dribble in

– What is sufficient, once a month, once a quarter?

Maintenance Issues

- **When a new release of COE occurs**
 - **How does the TWG Chair know**
 - » which segments are brought forward to the new release
 - » which segments are dropped
 - » what segment/functionality has been added without going through TWG
 - **Without info TWG chair can not update RTM**
 - » Either DISA takes that responsibility to update RTM or provides the TWG Chair with the necessary data.

Maintenance Issues

- **Does DISA maintain the web site of nominated COTS products forever?**
 - **What happens when a COTS product is not brought forward to a new COE release?**
 - **Should this web site in some sense replicate SEMUS (sp?), the build plan?**

Proposal Summary

- **TWG Chairs provide reply to all designated requirement submitters w/clear disposition**
- **TWG Chairs maintain an archive of all received requirements with the appropriate disposition**
- **TWG Chairs produce a requirements traceability matrix, RTM, for each release of the COE and attempt to keep, at least the RTMs corresponding to the most critical versions of DII COE, current**

Proposal Summary

(cont)

- **DISA assists the TWG Chairs with RTM maintenance**
 - **By notifying them if certain capabilities, segments become available without going through normal TWG channels**
 - **By notifying them that segments have completed test—a broadcast e-mail to all chairs is sufficient**
- **DISA publishes the RTM so interested users may access them**
 - **Due to security issues, some RTMs may only be available “by request” rather than on the public web site**

New Kernel SRS Issues

- **With the advent of the Kernel SRS, some requirements may move from one SRS to another. How should we do this?**
 - **Leave the text in the sending SRS and mark it as transferred to receiving SRS**
 - **Do we need to identify in both sending/receiving SRSs what the new/old paragraph numbers are? What if the text is changed by the receiving TWG?**
 - **Is there a need to notify users who submitted requirements affected by this transfer that a change occurred?**
 - **Is a generic broadcast to the DRS's sufficient**
 - **Must each affected paragraph be identified**
 - **Can each requirement tied to that SRS paragraph be called out**
 - **Can we start afresh?**

For General SRS Modifications

- **If SRS is re-organized (delete paragraphs, or transfer paragraphs to another SRS)**
 - **what level of notification to the DRSs is acceptable.**