

## 1 PURPOSE

The purpose of the working group is to advance the state of the practices, education and theory of requirements engineering and its relationship to other systems engineering disciplines.

## 2 GOAL

Expand and promote the body of knowledge of requirements engineering and its benefits within the Systems Engineering community.

## 3 SCOPE

Activities cover generically applicable current and future requirements engineering and verification and validation practices; discipline-specific considerations of related areas are avoided.

## 4 SKILLS AND EXPERTISE REQUIRED

Representation from the following:

- Requirements engineering practitioners and educators
- Verification and validation practitioners and educators
- Relevant standards body participants
- A diversity of experience levels, disciplines, organizations, enterprises, and nations

## 5 MEMBERS, ROLES AND RESPONSIBILITIES

The leadership team consists of chair and co-chairs.

- **The Chair:**
  - Coordinates working group activities
  - Plans and conducts meetings
  - Arranges coordination with other INCOSE working groups, other professional societies, commercial and industry committees, government organizations, and academic institutions
  - Assigns activity leads
  - Represents the working group in the INCOSE organization
  - Reports status to the Assistant Director
  - Participates in Technical Operations meetings and telecons
  - Manages work product creation and maintenance
  - Manages review of papers, panels and tutorials for the INCOSE Symposia
  - Submits TPP for specific activities as required
  - Collect success metrics.
- **Co-chairs** support their chair with leadership responsibilities as delegated by the chair.
- **Members :**
  - Contribute the benefit of their experience in promoting the purposes of the group
  - Write, edit and review work products
  - Liaise with other working groups and organizations
  - Assist the leadership team with specific tasks such as leading activities

## 6 OUTCOMES (PRODUCTS/SERVICES)

- Working Group Charter (maintain)
- REGAL (Requirements Engineering Guide for All) (maintain)
- Guide for Writing Requirements (maintain)
- SE Handbook contribution in the area of requirements (maintain)
- SE Certification Tutorial and Questions for the general and specialist exams in the area of requirements (maintain)
- Requirements Engineering and Management Analysis Tool matrix (maintain)
- Working group Connect website (maintain)
- Working group public website (maintain)
- Organize and architect requirements material
- RWG promotional material
- Service supporting standards activities relevant to requirements engineering

## 7 APPROACH

The Requirement Working Group will:

- meet at International Workshop and International Symposium
- meet virtually via telecom
- maintain its work products
- recruit champions to lead activities
- carry out assignments outside of meetings
- use INCOSE Connect discussion groups to achieve working group consensus
- promote RWG membership collaboration with other INCOSE working groups, other professional societies, commercial and industry committees, government organizations, and academic institutions
- communicate to RWG members and interested INCOSE members via
  - RWG Connect website
  - RWG Connect threaded discussions
  - RWG and INCOSE webinars

## 8 MEASURES OF SUCCESS

Membership

Attendance at RWG meetings

Liaison participation

Contributions to INCOSE Connect discussion group

Promotional and educational activities (presentations, webinars)

New and updated work products

Symposium contributions (paper, panel or tutorial submission)



# INCOSE Requirements Working Group Charter

## 9 RESOURCE REQUIREMENTS

TPP will be submitted for specific projects as required.

## 10 DURATION

This Charter will remain in effect until rescinded by the signatory.

## 11 SIGNATURES

Chair: Kathryn J Baksa

Date: 2011-01-31

### 1<sup>st</sup> Level of Approval

Date August 23, 2011

Technical Director, INCOSE

Chairman, INCOSE Board of Directors

Date

## Revision History

<u>Date</u>	<u>Revision</u>	<u>Description</u>	<u>Author</u>
	1.0	Initial Draft.	
2011-01-31	2.0	Format & content update	Kathy Baksa