

'SE for VSMEs' WG Charter

Scope:

This working group, Systems Engineering for Very Small and Micro Enterprises (SE for VSMEs), is to assist in the application of systems engineering for product development in very small/micro enterprises or small projects.

Definition: **VSMEs** stands for Very Small and Micro Enterprises.

Definition: **VSEs** stands for Very Small and Entities. An entity is an enterprise (e.g. VMSE) or a small project

Definition: **A small enterprise** is defined as an enterprise which normally employs fewer than 50 persons

Definition: **A micro enterprise** is defined as an enterprise which normally employs fewer than 10 persons.

Goals:

Systems Engineering concepts have been adopted and adapted by most industries in various domains (Aeronautics, Defense, Space, Transportation, Telecom, Information Systems, Bio Medical...) for development of product and services.

In the context of very small and micro enterprises and small projects (VSEs), these concepts can be used or tailored to improve:

- Product development efficiency (including costs and delays)
- Product Quality

The goals of this working group are:

- 1) To improve and make product development within VSEs more efficient by using Systems Engineering concepts
- 2) Elaborate tailored guidance for VSMEs to apply, in the context of either a prime or subcontractor role
- 3) Elaborate tailored guidance to apply to small projects
- 4) To contribute to standardization in the context of Systems Engineering

Activities, Projects and Products:

This WG is conducted in an international context.

It will be organized by work packages by countries in order to provide an efficient work environment.

Each work package will be composed of:

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- A work package leader
- Representatives of VSMEs
- Representatives of associations of VSMEs
- Representatives of industrial members
- Systems engineering experts

The coordination of the work done in work packages is done in plenary meetings.

The deliverables are the following:

- Project roadmap
- Lessons learned
- Deployment packages (tailored: processes; good practices; check lists; templates)
- Pilot projects or case studies
- Mapping of tailored activities with INCOSE SE Handbook and ISO Standards (15288; 26262; 62304)
- Supplements to the INCOSE SE Handbook
- Technical communication to INCOSE membership through papers, insight, journals, webinars

Measures of Success:

1. Active Membership:
Potential measures include
 - Size of membership
 - Number of very small and micro enterprises involved
2. Work product usefulness to systems engineers in the VSEs:
Potential measures include
 - Number of developed deliverables used by VSEs

Technical Leadership Team Placement:

Application Sectors: Market Driven Products

Organization:

Officers: Chair: Gauthier Fanmuy, Co-chairs: Ken Ptack, Claude Y Laporte, Sven Olaf Schulze

Meetings: National meetings or telecons (every month)
International plenary telecons (every 2 months)
INCOSE International Symposium,
INCOSE International Workshop,
Others as required



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Communications:

- INCOSE TLT (through Associate Director)
- Membership through Webinars
- Other INCOSE WGs, particularly SE Enablers
- External organizations

Resource Needs:

- Representatives of industrial and/or individuals member of AFIS/INCOSE. Workload is estimated to 1 day per month.
- Representatives of very small and micro enterprises willing to benchmark and enhance their product development practices. Workload is estimated to 1 day per month.

SIGNATURES

Enter the signature block of the submitter Bo Oppenheim and Deb Secor, 9-17-2010

1st Level of Approval

Date August 2011

Technical Director, INCOSE

2nd Level of Approval (Note this will be added by the INCOSE Technical Director when deemed appropriate.)

Chairman, INCOSE Board of Directors

Date



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Revision History

Revision	Change	Author	Date
1.0	Initial Draft.	Gauthier Fanmuy	Apr-04-09
2.0	Approved version by INCOSE	Gauthier Fanmuy Ken Ptack	July 23-09
2.1	Minor changes: <ul style="list-style-type: none">• additional VSEs terminology• project to working group	Gauthier Fanmuy	Sept-02-09