



TEC-100: Technical Operations Infrastructure – October 20, 2017

SCOPE:

The INCOSE Technical Operations [TechOps] organization includes all members who are involved in TechOps activities such as Working Groups, Initiatives & the governance of each. The primary objective of the INCOSE TechOps Infrastructure is to advance world-class systems engineering through activities that relate to all facets of systems engineering across all sectors of application. The TechOps Infrastructure comprises the following leadership positions:

- Technical Director
- Deputy Technical Director
- Assistant Director - Process Enablers
- Assistant Director - Analytic Enablers
- Assistant Director - Transformational Enablers
- Assistant Director - Application Domains
- Assistant Director - Standards Initiative
- Associate Director - Technical Review
- Internal Operations positions including:
 - Assistant Director for Internal Operations,
 - Assistant Director for Working Groups Integration,
 - Assistant Director for Technical Events, and
 - Assistant Director for Technical Information.
- Working Group Chairs (including Co-Chairs)



DEFINITIONS:

Technical Activities: Any activity that falls under the responsibility of the members of INCOSE TechOps. This includes the development of Systems Engineering (SE) reference products, contributions to SE standards, assistance with SE events, contributions to promotional materials specific to a Systems Engineering topic or domain, and fostering working relationships with other organizations that have similar interests.

TechOps Matrix: The TechOps Matrix describes the scope of TechOps activities in terms of enabling systems engineering disciplines and applications sectors. Assistant and/or Associate Directors (A.D.s) are assigned specific areas within the TechOps Matrix to lead and govern. Working Groups are assigned to specific areas within the Matrix and assigned to the corresponding A.D.. The TechOps Matrix can be found on the INCOSE website at <http://www.incose.org> in the Technical Operations and Working Group area.

AUTHORITY & RESPONSIBILITIES:

- The Technical Director is accountable for the proper implementation of this policy, the effective interactions with other areas of INCOSE, appropriate interactions with other policies, and sufficient staffing and resources required to execute this policy. Furthermore, the Technical Director has the responsibility to process temporary deviations from this policy as needed with approval from the Executive Committee (a sub-set of the BoD).
- The Assistant Directors and Associate Directors (A.D.s) within TechOps are assigned specific areas of the TechOps Matrix to lead and govern. These leaders shall work to identify, prioritize and initiate technical activities within their assigned area considering the input from key stakeholders including the Technical Director, members of the BoD, other Assistant Directors, relevant TechOps members, representatives from the Corporate Advisory Board and the Industry Outreach Board.
- Working Groups Chairs are assigned to specific A.D.s and the corresponding area within the TechOps Matrix. Consequently, Working Groups are grouped together by the groupings available within the TechOps Matrix. The Working Group Chairs shall work to identify, prioritize and initiate technical activities within their assigned area with primary input from the Working Group members as well as the guidance and assistance from the assigned A.D.s who represent many other stakeholders to the Working Groups.

REFERENCES:

BOD-100 Board of Directors: Requirements section 3.1

TechOps Matrix: Requirements section 4.0



POLICY REQUIREMENTS:

1.0 Roles & Responsibilities

1.1 The Technical Director, who is a voting member of the BoD, shall lead the TechOps organization.

1.2 Working Groups shall be part of the TechOps Infrastructure.

1.2.1 Each Working Group shall be overseen by one of the Assistant Directors.

1.3 The TechOps organization shall maintain descriptions of the roles and responsibilities of its members.

2.0 Methods of Appointment

2.1 The Technical Director is appointed by the BoD on the recommendation of the President.

2.2 The Deputy Technical Director is appointed by the BoD on the recommendation of the President.

2.3 Other TechOps positions are appointed by the Technical Director.

3.0 Terms of Office

3.1 The term of office of the Technical Director is defined in BOD-100.

3.2 The term of office of the Deputy Technical Director is concurrent with the term of the Technical Director.

3.3 Terms of office of other TechOps members are nominally three (3) years.

3.3.1 No more than 50% of TechOps members should end their terms of office at the same time.

3.3.2 These terms of office may be extended on an annual basis.



4.0 TechOps Matrix

4.1 TechOps Matrix shall be maintained by the TechOps organization.

4.1.1 TechOps Matrix shall be posted on the INCOSE web site.

4.2 The TechOps Matrix Enablers (rows) and Application Sectors (columns) and the Working Groups associated with each will evolve over time to meet the changing needs of INCOSE.

SUPERSEDES: TEC-100 dated December 7, 2016

APPROVED BY: INCOSE Board of Directors, Orlando - October 20, 2017

MAINTAINED BY: Technical Director