Library Review

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Submitted date	Last Update Date	Version	Project Proposal Status	Project Page
2014-02-26	2014-02-26	1.0	Official	Library Review

Project Purpose

The purpose of this project is to ensure the long-term sustainability of UN/CEFACT's libraries of business process and information models and associated technical artefacts (EDIFACT and XML).

Project Scope

The four principles of sustainability are governance, resourcing, operations and architecture. The project will review these dimensions covering the specification, documentation, development, validation, maintenance, publications and application of UN/CEFACT Core Components and element directories.

The project will first identify the as-is process with respect to:

- Library maintenance activities

- Identification of the specifications, techniques and guidelines that provide the "rules" for executing an activity

- Identification of the roles carrying out each activity and the required skills to execute each activity.

- Identification of the tools currently used in each activity.

In a subsequent step the issues and challenges to the long term sustainability of the libraries should be identified and a proposals for their resolution should be developed.

Identification of bottlenecks with respect to process activities as well as their human and technical resources. Possible alternative scenarios should be developed and evaluated against the current one.

For each (currently manual) step it should be identified whether or not it can be (semi-) automatized. The required technical guidelines/specs and necessary tools should be outlined.

Alternative tools that may be used in an activity should be identified. The pros and cons of each tool should be elaborated.

Specification of management procedures supporting the library maintenance process in order to ensure an accurate timing and quality of the artefacts.

A plan to appropriately staff all activities has to be developed. This plan also has to identify training activities to gain the necessary skill sets and the potential trainers.

Project Deliverables

An Informative Note for the UN/CEFACT Bureau describing the issues and challenges to the long term sustainability of the libraries and proposals for their resolution.

Exit Criteria

Acceptance of the deliverable by the Bureau.

Project Team Membership and Required Functional Expertise

Project team membership is by invitation of the Bureau.

A deep understanding of the current library maintenance procedures, the involved actors and tools is required in order to identify possible bottlenecks, improvements, enhanced tool support and additional resources.

Furthermore, a dedicated review team with representatives from each affected groups must be nominated. This team must review the draft not only to meet quality standards, but also acceptance by these groups. Of course, any other CEFACT expert may comment on the draft.

Head of Delegation Support

List at least three Country heads of delegation who support this project, and include their written expression of support using the template in annex IV... Not required as this is an internal project and not a proposal for a UN/CEFACT instrument.

Geographical Focus

The geographical focus is global.

Initial Contributions

Procedures for maintenance of UN/EDIFACT standardized messages and directories
Library Maintenance Process (draft from Chris Hassler)

Resource Requirements

Participants in the project shall provide resources for their own participation. The functioning of the project shall require additional input from the UNECE secretariat.

Note to user: Participants in the project shall provide resources for their own participation. If no additional resources are required, then a short statement indicating this should be included. However, if specialized resources are required to complete the project, and such resources are not available within the project team, then those requirements should be clearly identified. It is preferred that the existence and functioning of the project shall not require any additional resources from the UNECE secretariat.

Project Leadership

Project Leader: Christian Huemer
Editors: Christian Huemer

Milestones

DELIVERABLE NAME	Project Inception	Expected Completion Date	Requirements Gathering	Expected Completion Date	Draft Development	Expected Completion Date	Public Review	Expected Completion Date	Project Exit	Expected Completion Date	Publication	Expected Completion Date	Maintenance	Expected Completion Date
Informative note	YES	2014-02-26	YES	2014-04-30	YES	2014-07-30	YES	2014-08-30	YES	2014-09-30	NO		NO	

Project Proposal Files

File	Modified

No files shared here yet.