



UDEF Global Host Performance Metrics Specification Pre-Launch Phase

Aerospace Industries Association

Version Draft: February 11, 2004

DOCUMENT HISTORY

1. RELEASE HISTORY

Initial release: February 11, 2004	Revision: (date)
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Revision Number	Revision Date	Summary of Changes	Changes marked
1.0	02-11-2004	First issue	N/A

2. APPROVALS

Approval level	Name	Date
Author Project	AIA EEIC UDEF Project Team	02-11-2004
Approval	AIA EEIC	
Approval	AIA e-BSG	
Approval		
Approval		

INTRODUCTION

1. PURPOSE

The purpose of this performance metrics specification is to identify the minimum criteria for successful completion of the **pre-launch phase** of the Global UDEF Registry. All terms and conditions related to this specification are contained in a separate agreement signed by the affected parties. Although the intent of this specification is that the applicable requirements will continue throughout the life of the Global UDEF Registry, the signed agreement will determine the conditions for making changes after the Global UDEF Registry is launched.

2. ORGANIZATION

The performance metrics minimum criteria are organized within this specification in the same four areas of responsibility as those identified in section 2 of AIA's Request For Information "A Global UDEF Registry" published October 16, 2003. The four areas of responsibility include:

1. Build a robust on-line Web Service that hosts the UDEF tree structures.
2. Build the necessary software that enables the UDEF tree structures to be expanded as necessary with support from applicable global subject matter experts. For example, zoologists would be consulted to expand the UDEF tree structure under the object "animal."
3. Provide both on-line and in-person UDEF training.
4. Promote the UDEF among the solution providers (major application and middleware vendors) and the primary end-users (software developers and application interface developers).

1. BUILD A ROBUST ON-LINE WEB SERVICE THAT HOSTS THE UDEF TREE STRUCTURES

This section provides the minimum technical and administrative performance criteria for successfully hosting the UDEF tree structures within a robust on-line Web Service.

- 1. Provide free on-line HTTP access to the UDEF tree structures to anyone with a current HTML capable Web browser (Internet Explorer or Netscape) and ensure the following functional capabilities**
 - Provide HTML display of each UDEF tree in its entirety.
 - Provide a visual cue for proposed but currently not approved extensions to the tree structures.

- 2. Provide controlled access to the XML version of the UDEF tree structures limiting access to only those who have been verified as subscribers or licensees and ensure the following functional capabilities**
 - Provide secure XML version download capability to authorized subscribers or licensees.
 - Provide at least two-factor authentication of all subscribers and licensees requesting to download the XML version.
 - Provide XML version download tracking/monitoring/logging capability.
 - Provide XML version selective partial (i.e., one, two, or more trees) or full (entire set of trees) download capability.

- 3. Provide sufficient reliability in the Global UDEF Registry system design to ensure at least 0.99 on-line availability to the UDEF tree structures 24 hours per day 7 days per week.**
 - Provide disaster backup and recovery sufficient to meet the above availability criteria.
 - Provide remote location data backup storage

- 4. Provide security protection to ensure data integrity of inbound UDEF tree structure proposed extensions submitted by authorized subscribers or licensees.**
 - Provide checksum validation.
 - Provide virus/worm detection/prevention and firewall protection for the Global UDEF Registry server(s) at all applicable external ports.
 - Establish procedures to ensure regular updates of security patches and virus protection.

5. Provide automated notification to all subscribers and licensees when new extensions to the UDEF have been approved.

- As a minimum, the automated notification should identify which UDEF tree structures have been extended and the date the extension was approved.

6. Provide and maintain an informational UDEF.ORG and/or UDEF.NET Web site.

- Transition applicable content from the current www.undef.org Web site.
- Establish procedures to check currency of the information at least once each month.

7. Provide an on-line Web Service that allows UDEF users to generate gap analysis reports between any two XML files that have UDEF IDs properly embedded.

2. BUILD THE NECESSARY SOFTWARE THAT ENABLES THE UDEF TREE STRUCTURES TO BE EXPANDED WITH SUPPORT FROM APPLICABLE SUBJECT MATTER EXPERTS

This section provides the minimum technical and administrative performance criteria for successfully building the necessary software that enables the UDEF tree structures to be expanded with support from applicable subject matter experts.

- 1. Provide an automated workflow capability to track and manage the progress of proposed extensions to the UDEF tree structures. As a minimum, the automated workflow shall provide the following functionality**
 - Verify that the submitter of the proposed extension is either a subscriber or licensee.
 - Enable batch file submission from a licensee.
 - Verify that each proposed extension does not collide with another branch in the same tree.
 - Notify the UDEF Administrator that a proposed extension has been submitted and the UDEF tree(s) affected.
 - Notify applicable subject matter experts as identified by the submitter and the UDEF Administrator.
 - Track and manage proposed UDEF extension progress toward approval or rejection
 - Automatically notify the submitter at the major decision milestones (i.e., subject matter experts identified and proposed extensions approved or rejected)
 - If rejected, notify submitter of reason for rejection
 - If approved, notify submitter of date approved

- 2. Publish documented procedures for expanding the UDEF tree structures.**
 - Publish the procedures on the informational Web site specified in section 1.6.

- 3. Publish documented procedures for identifying and certifying subject matter experts who are qualified to approve proposed extensions to the UDEF tree structures.**
 - Publish the procedures on the informational Web site specified in section 1.6.

- 4. Plan, conduct, and successfully demonstrate in a full-scale pilot all capabilities specified in section 2.1 above. As a minimum, the pilot shall successfully demonstrate the following suite of scenarios**
 - Single submitter, single proposed extension.
 - Multiple submitters, same proposed single extension.
 - Single submitter, multiple proposed extensions on multiple UDEF trees.

- Single submitter, single extension that conflicts with existing UDEF tree branch
- Batch submission (e.g., from a vendor) with at least 100 proposed extensions containing both conflicting and non-conflicting proposed extensions

5. Publish the results of the full-scale pilot upon successful completion.

- Publish the results on the informational Web site specified in section 1.6.

3. PROVIDE BOTH ON-LINE AND IN-PERSON UDEF TRAINING

This section provides the minimum technical and administrative performance criteria for successfully providing both on-line and in-person UDEF training.

- 1. Develop audience tailored UDEF training material using the AIA provided material as a foundation. As a minimum, the training shall address the following audiences**
 - Develop UDEF awareness training material suitable for senior and middle management with the goal to gain their support for training the end-users within their organization.
 - Develop UDEF technical training material for application developer end-users.
 - Develop UDEF technical training material for interface developer end-users.
 - Develop UDEF technical training material in preparation for certifying subject matter experts who are responsible for approving extensions to the UDEF tree structures.
 - Develop UDEF technical training material in preparation for certifying UDEF trainers
- 2. Develop the plan for conducting on-line training for the UDEF training material identified in section 3.1 above.**
- 3. Develop the plan for conducting instructor facilitated in-person training for each UDEF training material identified in section 3.1 above.**
- 4. Develop the plan for conducting UDEF certification tests**
 - For subject matter experts who will approve UDEF extensions.
 - For UDEF trainers.

4. PROMOTE THE UDEF AMONG SOLUTION PROVIDERS AND PRIMARY END USERS

This section provides the minimum technical and administrative performance criteria for successfully promoting the UDEF among solution providers and primary end users.

1. Develop official public announcement that identifies the launch of the Global UDEF Registry. As a minimum, the announcement shall address the following material

- Purpose of the Global UDEF Registry.
- Benefit of the UDEF to organizations that adopt it.
- How to leverage the UDEF with the Gap Analysis Web service
- How to obtain UDEF training.
- List of early adopters and their endorsement statements.

2. Develop UDEF promotional material oriented specifically to solution providers

- ERP and PDM vendors
- Middleware vendors
- CASE Tool vendors

3. Develop UDEF promotional material oriented specifically to primary end users

- Application developers
- Interface developers

4. Develop plan for promoting UDEF among solution providers and end-users

- Identify applicable conferences for setting up a booth and making a presentation
- Identify key partnerships
- Identify applicable trade publications for publishing articles

5. Develop plan for identifying and reaching agreements with suitable subject matter experts that will be involved in the approval process of proposed extensions to the UDEF tree structures

- Identify candidate experts (or organizations) for each UDEF object tree. An example organization could be IEEE for those “Product” tree branches associated with electrical and electronic component products and their characteristic properties.
- Develop baseline agreement document identifying the responsibilities of the parties involved in the UDEF tree structures approval process