Request for Proposals for FACE™ Verification Authority Services

June 2023

The Open Group, on behalf of The Open Group Future Airborne Capability Environment™ Consortium (also known as the FACE™ Consortium), is requesting proposals from organizations capable of conducting verification of software conformance to the FACE Technical Standard. The FACE Consortium will recognize each organization that meets the qualification criteria as a FACE Verification Authority (VA).[1]

The FACE Consortium will evaluate and provide an initial response to proposals within 90 days.

The FACE Conformance Program defines the processes to verify, certify, and provide formal recognition that registered software meets the requirements of the FACE Technical Standard. If a FACE Unit of Conformance (UoC) completes the FACE Conformance Program, then it is considered FACE Conformant and is listed on the Certification Registry. The *FACE Conformance Policy* and the *FACE Conformance Authorities Plan* describe this process in greater detail. These documents are freely available from The Open Group Library.

FACE verification activities are not funded by the FACE Consortium, and no contractual relationship will exist between them and a VA. The FACE Consortium will register an organization that is qualified and approved as a VA to formalize the governance of the verification process. Approval gives the applicant the authority to function as a VA but does not obligate them to accept any or all VA work. The text in Section 3 describes the statement of work and the terms and conditions for this relationship, the instructions for offerors to follow in applying to be a VA, and the evaluation criteria that the FACE Consortium will follow in accepting the applicant.

1. Verification Authority (VA)

A VA is responsible for FACE Verification in support of the FACE Conformance Program by conducting or witnessing For-the-Record Verification testing using an approved version of the FACE Conformance Test Suite and assessing the Verification Evidence provided by the Software Supplier. The VA shall employ a uniform and repeatable verification approach for each segment of the FACE Technical Standard they support. The VA shall issue a pass or fail Statement of Verification for each UoC under evaluation for verification.

The VA shall accurately use and enforce the FACE Trademark Usage Guidelines. The VA shall keep up-to-date with the evolution of the FACE Technical Standard as well as the FACE Approach and key business goals. The VA shall regularly communicate with other VAs and the Certification Authority (CA) to ensure a consistent verification approach across all VAs.

[1] For terms and definitions used within this document, refer to: www.opengroup.org/library/g194.

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1.1 VA Requirements/Tasks/Statement of Work

The VA shall:

- Demonstrate and maintain organizational independence from FACE UoC development and integration efforts
  The VA duties are appointed to a legal business entity that can be an organization, an entire company, or a named organization within a company. Individuals working within that entity cannot be assigned duties related to the development of FACE UoCs while employed within that organization.
- Remain independent of the software development effort as follows:
  - The VA can specify what failures occur in testing or evidence but cannot give advice on how to fix issues
  - The VA may assist in the development and execution of tests, but cannot assist or participate in the development of requirements, design, or software
  - Possess and maintain knowledge of:
    - The FACE Technical Standard
    - The FACE Conformance Test Suite(s)
    - The FACE Conformance Verification Matrix(s) (CVMs)
- Demonstrate the following experience:
  - Operation within well-defined processes and/or hold process-oriented credentials (such as CMMI®, ISO 9000, or AS9100)
  - Management of a laboratory equipment configuration control (such as ISO/IEC 17025, ANSI/EIA-649, IEEE/EIA-12207.0, or MIL-HDBK-61A)
- Actively participate in the FACE VA Community of Practice to ensure consistent application of FACE VA processes across all FACE VAs
- Perform the tasks below, that include but are not limited to the following:
  - Establish a Verification Agreement with each Software Supplier applicant
  - Assess submitted Verification Evidence for correctness and completeness
  - Conduct or witness the For-The-Record Verification testing using an approved version of the FACE Conformance Test Suite
  - Review the Verification Evidence for each applicable requirement in the FACE Technical Standard to confirm that the Software Supplier has correctly identified the set of applicable Conformance Requirements based on the Supplier's claim of conformance as defined in the Software Supplier's Statement of Conformance
  - Confirm that the Software Supplier has included all applicable conditional requirements in their Software Supplier's Statement of Conformance
  - Verify 100% of applicable requirements using the verification method for each that is defined in the applicable CVM
  - Enforce internal policies and procedures that ensure protection of Software Suppliers' Intellectual Property (IP) including limiting access to any Software Supplier's IP to only VA personnel who need access to the Software Supplier's product
  - Provide full confidentiality of all information on verification applications and applicants
  - Produce a Statement of Verification for each UoC that successfully achieves conformance verification per the FACE Conformance Policy and provide the Statement of Verification to the Software Supplier per the Verification Agreement
  - Produce a Verification Results Package, comprising the Statement of Verification and Software Supplier's Statement of Conformance, and provide such package to the CA within ten (10) business days of request

    - Establish and maintain a Verification Retention Repository in accordance with FACE Library requirements and the FACE Conformance Policy
        - Protect and maintain separation for verification packages and work products for each Software Supplier, including handling of IP, etc., during verification process
        - Maintain this Verification Retention Repository for a minimum of three (3) years from the date of last For-the-Record Verification testing
- Document and store in the Verification Retention Repository any clarification of evidence that is developed in discussions with a Software Supplier
- Capture in the Verification Retention Repository associated Statements of Verification, Software Supplier's Statements of Conformance, and sufficient records to support an audit
- Participate in FACE Consortium audits by providing requested information regarding FACE VA activities within 60 days
- Correct any identified deficiencies within three (3) months to remain a FACE VA
- Inform the FACE Consortium if the organization no longer desires to operate as a FACE VA or cannot satisfy all identified requirements

1.2 Terms and Conditions

If approved, the incumbent VA shall agree to perform in accordance with the VA Requirements/Tasks/Statement of Work found in Section 1.1 and agrees to adhere to the FACE Conformance Policy, the FACE Conformance Authorities Plan, and associated documents as published by The Open Group on behalf of the FACE Consortium.

The approval to be a FACE VA is valid for five (5) years from the approval date with an available three (3)-month grace period if requested to help bridge the gap for renewals. VA renewals are handled as new proposals against the latest RFP.

The incumbent VA shall be responsible to maintain current knowledge of the FACE Technical Standard and the approved verification practices, which may change from time to time. To foster consistency of work, the VA shall regularly communicate with the FACE Consortium and other approved VA organizations through facilitated FACE VA Community of Practice discussions. The FACE Consortium and its CA reserve the right to disapprove and not accept the deliverable of any VA if it is deemed that the VA Requirements/Tasks/Statement of Work was not met during the course of the work. The VA may resubmit affected deliverables after correcting any deficiencies.

The incumbent VA shall be responsible for all costs incurred as the result of establishing and maintaining this verification capability. No funds will be forthcoming from the FACE Consortium for establishing or maintaining a verification capability.

2. Instructions to Offerors

Offerors are instructed to respond to each of the requests listed below:

1. Briefly describe how your organization shall access the FACE Reference Repository.
2. Describe how your VA shall ensure independence from the software development and software integration activities from your overall organization. (Submission of an organization chart is helpful where appropriate.)
3. Describe how personnel within your VA shall have demonstrable knowledge of the FACE Technical Standard(s) and their normative references.
4. Describe your plan to maintain knowledge of FACE Technical Standard.
5. Describe how you shall participate in the FACE VA Community of Practice and support discussions of common issues to ensure uniform application of the FACE Technical Standard.
6. Describe how personnel within your VA shall have demonstrable knowledge of the FACE verification techniques.
7. Describe how personnel within your VA shall have knowledge of the FACE Conformance Test Suite(s).
8. Describe your plan to maintain knowledge of the FACE Conformance Test Suite(s).
9. Describe how personnel within your VA shall have demonstrable knowledge of the FACE Conformance Verification Matrix (CVM).
10. Describe your plan to maintain knowledge of the FACE CVMs.
11. Describe your VA organization's process credentials and its methods for developing and adhering to well-defined processes (software-related processes are preferred) and historical evidence for following those processes.
12. Describe your VA organization's processes for configuration control.
13. Describe your VA plan to conduct and witness For-the-Record Verification testing.
14. Describe your VA knowledge, skills, and abilities to objectively assess submitted Verification Evidence and to detect and communicate deficiencies and omissions.
15. Describe your VA plan to enforce policies and procedures that ensure protection of Software Suppliers' IP.
16. Describe your VA plan to protect confidentiality of all information on applications and applicants.
17. Provide a description of the policies and procedures your VA organization intends to utilize for establishing and maintaining a Verification Retention Repository.

Proposals shall contain non-proprietary information only. The Open Group and the FACE Consortium shall be entitled to use and disclose for any purpose information provided to assess whether the organization meets the VA qualification requirements. The submitted information will be destroyed at the end of the assessment.

The FACE Consortium will review incoming proposals as they are received on an ongoing basis. Interested applicants shall submit their proposal by email to the following address: ogface-admin@opengroup.org.

3. Evaluation Methodology

The table below identifies the criteria necessary to reach approval to serve as a VA. The FACE Consortium will review all proposals received to determine whether they meet the acceptance parameters as shown below.

VA Approval Criteria	Acceptance
1. Access to the FACE Reference Repository.	Ability to access The Open Group Library (www.opengroup.org/library).
2. Organizational independence from the software development and integration efforts of FACE UoCs.	Either: • The enterprise does not perform software development/integration, or: • VA personnel report to a management structure that does not direct the development or integration of FACE UoCs
3. Prove knowledge of the FACE Technical Standard.	Either: • Team members have been involved in the development and/or review of the Technical Standard, or: • Documented completion of training with the FACE Technical Standard, its normative references, and its ecosystems, or: • Documented experience with the FACE Technical Standard, its normative references, and its ecosystems
4. Maintain knowledge of the FACE Technical Standard.	Both: • A training plan for new employees, and: • A plan for learning new FACE standards as they are published
5. Participate in the FACE VA Community of Practice.	Both: • A plan to actively collaborate in meetings, and: • A plan to adopt common practices as developed by the VA CoP
6. Prove and maintain knowledge of the FACE conformance verification techniques.	Documented experience showing development or technical review of software test procedures.
7. Prove knowledge of the FACE Conformance Test Suite(s).	Either: • Team members have been involved in the development and/or review of the FACE Conformance Test Suite, or: • Documented completion of training on the FACE Conformance Test Suites(s)
8. Maintain knowledge of approved FACE Conformance Test Suite(s).	Both: • A training plan for new employees, and: • A plan for learning new FACE Conformance Test Suite(s) as they are published
9. Prove knowledge of the FACE CVMs.	Either: • Team members have been involved in the development and/or review of the FACE CVMs, or: • Documented completion of training on the FACE CVMs
10. Maintain knowledge of the FACE CVMs.	Both: • A training plan for new employees, and: • A plan for learning new FACE CVMs as they are published

VA Approval Criteria	Acceptance
11. Demonstrate experience in operating within well-defined processes and/or hold process-oriented credentials (such as CMMI, ISO 9000, or AS9100).	Either: • Credential for CMMI, ISO 9000, AS9100, etc., or: • An organizational policy and historical evidence of adherence to well-defined processes that exist under configuration management and quality control
12. Demonstrate experience in management of a laboratory equipment configuration control (such as ISO/IEC 17025, ANSI/EIA-649, IEEE/EIA 12207.0, or MIL-HDBK-61A).	The lab shall have configuration control policies that cover records for equipment serial numbers, software versions, dates of changes, and a method for capturing the current configuration over time. Experience shall reflect at least one of: • Managing such a lab • Collecting configuration control records of such a lab • Auditing the configuration control records of such a lab
13. Provide the capabilities to conduct and witness For-the-Record Verification testing.	The plan shall include configuration of the test environment (including test suite version, test suite configuration, compiler, linker, and supplier software), methodology of capturing and storing results, and recording the test personnel involved.
14. Provide the capabilities to assess submitted Verification Evidence for correctness and completeness.	Past history of reviewing design, requirements, test procedures, and test reports. Methods for detecting incomplete or inaccurate traces. A plan for communicating deficiencies.
15. Provide the capabilities to enforce policies and procedures that ensure protection of Software Suppliers' IP.	Existence of policies and procedures to generate and honor non-disclosure agreements (as required) and hold submitted materials in confidence. This may include items such as secure storage and networks, a security plan, controlled access to archives, and so forth.
16. Provide full confidentiality of all information on applications and applicants.	The VA shall treat all communications with suppliers as sensitive information as required by suppliers; including the names of the projects and project schedules.
17. Establish and maintain a Verification Retention Repository in accordance with FACE Library requirements.	The VA shall include storage of Statements of Verification, Software Supplier's Statements of Conformance, and sufficient records to support an audit. The VA's plan shall include restricted access to VA personnel only (no supplier access, no access outside of VA group in enterprise).