

**Taskforce mandate (June, 2018)**

**PEPPOL TiCC and OpenPEPPOL Operations**

This document covers a mandate given by the relevant OpenPEPPOL management entity to found a specific team (acting until further notice).

**This mandate was given on xxxxxx, 2018 by Hans Berg**

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| **Task Force Description** |
| **TITLE** | OpenPEPPOL Testbed Impelemntation Taskforce |
| **Outcome** | The Output of the work group is detailed design recommendations for implementation of the first version of the OpenPEPPOL Centralized testbed, covering e-delivery test only.The main putpose of the taskforce is to refine the technical requirements and solution outline laid out in the OpenPEPPOL testbed implementation proposal provided by operations and approved by TICC CMB 08.06.2018.The workgroup is open to All members of OpenPEPPOL.The Taskforce wotrk will be handled during July and August and it it expected that Taskforce participants are prioritizing the meetings. |
| **Owner** | Hans Berg |
| *It is the role of the* ***WG owner*** *to ensure that the WG work within the mandate, or alternate seek approval of needed revisions of this mandate. The WG owner refers to the OpenPEPPOL management entity mandating this Work Group.*  |
| **Leader** | TBD |
| *It is the role of the* ***WG leader*** *to plan manage and monitor the actual work. The WG leader reports to the OpenPEPPOL Portfolio manager* |
| **Mandated By:** | OpenPEPPOL TICC Change Management Board – Supported by the OpenPEPPOL Managing Committee.  |
| **Approval Structure**  | The technical requirements, detailed design and policyrelated output of the work Tasksk force are to be approved in the TICC CMB.Economic, legal and operational aspects related to implementation are to be approved by OpenPEPPOL operations. The Work Group internal processes are based on the following agreement structure:1. The output of the work group are to be approved in the TICC CMB.
2. All changes with strategic impact are to be approved by the Managing Committee after being presented by the TICC leader.
3. All changes on AISBL Level are to be approved by the Managing Committee.
4. All suggestions related to BIS validation are to be provided as change request to the relevant CMB (Post-Award or Pre-Award)
5. As the management committee had decided to establish a centralized test under the operating office, all changes to procedure and functionality are to be raised as change request to the Operation office when approved bu TICC CMB
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| **Mandate given** |
| **Timeframe** | Start: June 13th 2018Weekly meetings in June and July are to be expectedEnd:When version 1 of the test bed is implementedDeliverable:Meeting schedule ae to be delivered by the PM – june 14th 2018 Startup meeting june 13th 2018 13.00 – 14.00Preliminary Requirement and technical specification related to beta implementation to be finalized June 25th at latestDetailed Requirement and technical specification related to onboarding test of AS 2 implementation to be finalized July 15th at latest Detailed Requirement and technical specification related to onboarding test of AS 2 implementation to be July 15th at latest Ongoing support and troubleshpooting to be provided in writing on request until end of implementation. **WG activities will peek in July and August** |
| **Subject** | The Subject in scope is the detailed specification of technical requirements, sla requirements and detils related to the solution outline laid out in the OpenPEPPOL testbed implementation proposal provided by operations and approved by TICC CMB 08.06.2018. |
| **Deliverables** | The taskforce are expected to deliver1. Detailed technical requirements and SLA requirement specifications related to the first version of the testbed.
2. Details related to the usecases covered by the first version of the testbed.
3. Policy clarification related to e-delivery test in a multiprotocol environment
4. Detailed design of the firstversion of the test- bed ( solution outline)
5. Impelementation plan ( to be made in collaboration with the Operations Manager)
6. Decision documents related to approval of the soulution and implementation plan
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| **Non-deliverables** | 1. Economic agreements with 3rd party providers
2. Budget plans and contracts
3. Process decriptions
4. PKI certificate processes and procedures
5. Approval processes …….
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