Developing an “ATIS Implementable, End-to-End Standard”
Internal ATIS Process
1 of 3

TOPS Issue

TOPS Council/Focus Group identifies issue to include all aspects, e.g. • Functional platform impacts • Interoperability impacts • Performance, reliability, and security impacts • OAM&P impacts • Ordering and billing impacts • User interface impacts; investigates related work outside of ATIS; determines the appropriate parts of the issue to be worked internally and externally to ATIS; and establishes required due dates for the work.

Proposal sent to leaders of impacted ATIS Forums.

Non-TOPS issue

ATIS member proponent(s) or ATIS forum identifies issue to include all aspects, e.g. • Functional platform impacts • Interoperability impacts • Performance, reliability, and security impacts • OAM&P impacts • Ordering and billing impacts • User interface impacts; investigates related work outside of ATIS; defines appropriate parts of the issue to be worked internally and externally to ATIS; and establishes required due dates for the work.

Affects more than one ATIS Forum?

A

Y

N

ATIS Forum completes work, obtaining relationship agreements with external groups if required and keeping TOPS informed of progress.

Proposal sent to leaders of impacted ATIS Forums.
A

Will all work be performed in ATIS forums?

Y

Y

Relationship Agreements in place with all involved groups?

B

N

N

Relationship Agreements initiated.
Leaders of impacted ATIS forums, with support of professional staff, work with each other and with leaders of any impacted external forums to:

1) determine responsible group for various work items, and
2) develop a project management plan for completing work by the required due date(s).

In addition, for ATIS Implementable, End-to-End Standards not associated with TOPS-priority work, leaders of impacted ATIS Forums select one of the impacted forums to serve as the "Lead Forum" for the Standard, responsible for convening leaders of the impacted Forums as necessary to track completion of the Standard and to resolve any issues hindering completion of the Standard as called for in the project management plan.

Leaders of impacted Forums track work progress, assisting each other as required to ensure completion of work items in a timely manner.

ATIS Forum leaders:
1) provide periodic reports on status of work as requested by TOPS,
2) notify TOPS of any obstacles to timely completion of the work plan, and
3) notify TOPS upon work completion.

Advisory & Liaison Committee assists ATIS Forums as required to mobilize resources and resolve issues to ensure timely completion of work.

ATIS Implementable, End-to-End Standard Issued.