GOSPEL

R73 Deliverable of WP7 Quality Management

Peer Review of Deliverables Erlangen – 9-10.6.2011

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Amendment history

Version	Revision	Date	Pages	Author	Modification
1	0	14.6.2011	all	JI	Creation
1	1	15.6.2011	all	LV	Review

Distribution list

GOSPEL Partners
Project Officer
External Reviewers

Quality System References

ISO 9001 compliant planning and review processes are applied.

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1. Introduction

1.1 Objective

The objective of this deliverable is to provide assurance that the reviewed Deliverables are in compliance with the project objectives and related quality criteria as defined by the Project Work Plan and Quality Management Plan.

1.2 Purpose of the Deliverable

The purpose of this deliverable is to document the compliance related findings, necessary improvement or corrective actions related to Deliverables reviewed by the project review team.

1.3 Scope of the Deliverable

The deliverable contains

- Review date, venue and participants
- Criteria for review per Deliverable
- Review findings per Deliverable
- Next actions including improvements or corrections per Deliverable

The deliverable does not cover:

- The work products reviewed
- Non-compliance report (NCR) of Work Package Assessment

1.4 Target Audience

The target audience of this deliverable is the project partnership and the project officer from the Hungarian national agency.

1.5 Acronyms and Definitions Used

Acronym	Description
ECQA	European Certification and Qualification Association
GOSPEL	Business Process Modelling for Governance SPICE & Internal Financial Control
ISO	International Standardisation Organisation
IFCA	Internal Financial Control Assessor
MONTIFIC	Multilingual ONtology for Internal Financial Control
SPICE	System/Service Process Improvement and Capability Determination (ISO/IEC 15504 Process Assessment)

1.6 References

Ref.	Title / Identifier / Version / Author	Date
[1]	GOSPEL Proposal	24.02.2010
[2]	Contract No. 10/0242-L/4001 (in Hungarian, with Work Plan in English)	01.12.2010

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2. Deliverable Peer Review during the Erlangen Project Meeting

2.1 Date and venue

9-10.06.2011

Method Park Software AG,
Wetterkreuz 19a
91058 Erlangen
GERMANY

2.2 Review participants

- József Roóz – rector emeritus – Budapest Business School
- János Ivanyos – project co-ordinator – Memolux Ltd
- Zoltán Zámori – GEMMA Rendszerház Ltd
- Richard Messnarz – I.S.C.N. Ltd
- Emmanouil Thalassinos – I.S.C.N. Ltd
- Bernhard Sechser – Method Park Software AG
- Oliver Hammrich – Method Park Software AG

2.3 Deliverable Review – Work package 2 – Deliverable R21 - Business Process Models for Governance domain

Review criteria and findings for "Governance" Process Model:

- ISO/IEC 15504 and COSO/COBIT conformity – ok
- Applicability for service organizations - SOC 1 and SOC 2 audit report – ok
- Message to target groups – change request: renaming to "Governance Model for Trusted Businesses" with (wider than just service governance) scope refinement and presenting added value creation (by end of June 2011)
- Content – generally ok, however based on scope refinement, some changes of process titles are necessary (by end of June 2011)
- Applicability for Stages adaptation – ok
- Non-competing with already existing SPICE/other professional communities – ok

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Review criteria and findings for Skill Card update:

- Conformity to existing ECQA job-roles – evidences can be used for Internal Financial Control Assessor (can be automated upload from Stages like process assessment evidences) and Governance SPICE Assessor job-roles (no automation for evidence upload)
- Evidence based examination for IFCA – ok
- Keep MCQ based examination for Governance SPICE Assessor – ok
- Existing skill-cards remain valid – ok
- Conformity to ECQA validation rules – ok

Note: No new skill elements are needed as the developed process model directly mapped to all of the existing 20 IFCA learning elements through the COSO principles/processes. During proposal preparation coverage of only 10 IFCA learning elements was planned as applicable for the "service" organizations. The "full" coverage is leveraging the process model scope widening for any type of organizations and the evidence based testing for the whole IFCA job-role (skill-card) by applying the "Governance" process model.

Next actions including improvements or corrections by end of June 2011:

- Change title to "Governance Model for Trusted Businesses" (by Memolux)
- Adding new chapter presenting added value creation by using the model (by Memolux)
- Change current SOC 1 and SOC 2 related chapter for being examples (by Memolux)
- Applying a generic term for organization instead of "service organization" (by Memolux)
- Necessary editing for changes in process titles and references (by Memolux)
- Consider Work Plan update for this Deliverable (title change, deadline for Hungarian version based on approval of final English version)
- Approval of the final version during EuroSPI Conference (27 June 2011, Roskilde)

2.4 Deliverable Review – Work package 2 – Deliverable R21 - Stages Special Edition

Review criteria and findings for Stages platform applying "Governance Model for Trusted Businesses":

- Handling multiple reference models – ok
- Handling multilayer process models – ok
- Managing audit processes – ok
- Supporting language interfaces – ok, translations only for operating process models, general menus/messages remain in English
- Supporting GOSPEL multilayer approach – ok
- Supporting interfaces with COSO/COBIT process assessment – ok
- Supporting interfaces with IFCA skill-assessment – ok
- Functionalities for GOSPEL objectives – ok, no code development is necessary

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- Requirements for marketing as “Special Edition” in Governance domain – ok, customization in left menu (process modelling)

Note: PDF print-out of the configured COSO assessment model (in English and Hungarian) will be uploaded into NQA project management site for documenting this on-line Deliverable. Stages User Guide and videos are available (in English) within the demo system.

Next actions including improvements or corrections by end of July 2011:

- Implemented “Governance” model as Stages Special Edition should be presented like a draft marketing material (by Method Park)

2.5 Deliverable Review – Work package 1 – Deliverable R11 - Project Work Plan

Review criteria and findings for Work Plan:

- Project schedule according to Work Plan – generally ok, minor delay at finishing WP2, WP3 starting in time
- Administrative and financial issues - no change
- Reporting deviations (non-compliance) - no reportable deviations from Work Plan.

Next actions including improvements or corrections by end of June 2011:

- Using ECQA/NQA site for sub-deliverables as well (ongoing for all)
- Official Deliverables should be preconfigured according to Work Plan (by ISCN)
- Work Plan and Quality Management Plan update – based on deliverable review findings (should be uploaded by Memolux)
- Next event – EuroSPI 2011 Conference Workshop (approving final version of Governance process model and case study abstracts)
- Next deliverable review meeting - Budapest, planned date: 28-29 November 2011

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