
**Space systems — Guidelines to define
the management framework for a space
project**

*Systèmes spatiaux — Lignes directrices pour définir le cadre de
management pour un projet spatial*



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Foreword

ISO (the International Organization for Standardization) is a worldwide federation of national standards bodies (ISO member bodies). The work of preparing International Standards is normally carried out through ISO technical committees. Each member body interested in a subject for which a technical committee has been established has the right to be represented on that committee. International organizations, governmental and non-governmental, in liaison with ISO, also take part in the work. ISO collaborates closely with the International Electrotechnical Commission (IEC) on all matters of electrotechnical standardization.

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The main task of technical committees is to prepare International Standards. Draft International Standards adopted by the technical committees are circulated to the member bodies for voting. Publication as an International Standard requires approval by at least 75 % of the member bodies casting a vote.

In exceptional circumstances, when a technical committee has collected data of a different kind from that which is normally published as an International Standard ("state of the art", for example), it may decide by a simple majority vote of its participating members to publish a Technical Report. A Technical Report is entirely informative in nature and does not have to be reviewed until the data it provides are considered to be no longer valid or useful.

Attention is drawn to the possibility that some of the elements of this document may be the subject of patent rights. ISO shall not be held responsible for identifying any or all such patent rights.

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Introduction

Many documents exist which address programme/project management, and elements of these are also addressed in ISO 14300-1 and ISO 14300-2. This Technical Report complements the aforementioned documents by providing an overall concise, single source approach for establishing the basis for managing a specific programme/project.

The aim of this Technical Report is to:

- help the programme/project manager to prepare the programme/project specific management framework, as an input to be used for developing detailed programme/project management plans;
- promote consistency and best practice in an organization;
- minimize planning omissions, thus reducing risks;
- be used as a top level document, in conjunction with the application of standards in space programme/project management;
- facilitate a harmonized approach to decision making in the field of space programme/project management.

This Technical Report supports the application of ISO 14300-1 and ISO 14300-2.

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Space systems — Guidelines to define the management framework for a space project

1 Scope

This Technical Report provides a framework within which an organization can establish the basis for the development of programme/project management specifications and plans when undertaking the execution of a specific programme/project. It enables the programme/project manager to establish the criteria for programme/project success and to secure the organization's commitment to the programme/project manager's management approach for the overall programme/project and its constituent elements. It includes guidelines leading to the establishment of a programme/project management framework, and identification of practices to be applied. Following these guidelines also results in traceability of the considerations and decisions on why and how the programme/project is conducted according to its specific characteristics.

This Technical Report provides a holistic approach for programme/project managers to apply their organization's programme/project management practices when defining the management framework for programme/project planning. It is based on a systematic method of

- defining the programme/project objectives and success criteria,
- identifying and elaborating the specific characteristics of their programme/project,
- specifying the management elements needed,
- establishing and agreeing the management approaches to be implemented,
- compiling these into a programme/project management framework document.

The guidelines in this Technical Report are applicable to any organization undertaking the execution of space programmes/projects.

2 Terms and definitions

For the purposes of this document, the following terms and definitions apply.

2.1

management approaches

considerations developed for management elements

NOTE Management approaches are used in establishing the programme/project management framework.

2.2

programme/project management framework

collection of management approaches defined for programme/project management elements

NOTE The programme/project management framework is used as a reference basis upon which to establish programme/project management plans.