

# **CEN/ISSS Workshop eCAT**

**ePPS project  
electronic product property server**

**Terms of Reference (version 1)**

**Date: 4 Feb 2008**

**Source: CEN Pre Standards**

**Status: approved on 4 February 2008**

## 1. Project Title

ePPS (electronic product property server) project within the Workshop eCAT (Multilingual eCataloguing and eClassification in eBusiness)

## 2. Proposers

The project was proposed by some Workshop eCAT members.

## 3. Background

Product properties are core data in eBusiness. The quality of properties of products and services is most critical in conjunction with product description and classification. Therefore those properties which are common to an industry branch should be recorded and maintained by the respective industry in a collective effort, thus sharing resources and widely re-using data.

ePPS aims at a systematic and generic approach to concretely implement an operational product property server for a limited number of industries – incl. the related service providers and professionals. As the quality of properties of products (and services) is most critical in conjunction with product description and classification, those properties, which are common to a whole industry branch will be recorded and maintained by the respective industry in a collective effort. ePPS drafts the requirements for the new working methods and new concepts for the system support to manage these new working methods necessitated by such a collective effort. This ensures the highest degree of sharing resources and widely re-using the data.

The outcome of the project will be a CEN Workshop Agreement (CWA) on “Guidelines for the design, implementation and operation of a product property server” on the basis of harmonized data from the heating, ventilation and air-conditioning, sanitary-ware as well as optical and other industries. The CWA will cover the following topics:

- Analysis of the state-of-the-art of product property servers in general (incl. content-related, technical, legal, operational, organizational and other aspects) and of the basic requirements concerning semantic interoperability (incl. granularity of the data model)
- Definition of the metadata, input/import and output/export formats, the types of data involved, comprising the preparation of dictionaries of harmonized product properties, as well as the methods of data modelling required
- Requirements of the workflow management of distributed updating and maintenance as well as for the preparation of multilingual product property data, the control of correspondence between the data and the metadata, etc.
- Types of skills and competences required, taking into account people with special needs, etc.
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- Legal and economic requirements of a PPS concerning copyright and other IPRs, data protection requirements, licensing, invoicing and payment procedures, conditions for different language versions, etc.
- Rules and procedures for the management of collaborative work, responsibilities, access rights, voting procedures for data preparation, etc.
- Terms of reference and rules of procedure of running the secretariat and for hosting the PPS system.

A demonstration model populated with data, based on the rules and requirements of the CWA will be tested in a real application by the industries involved at the end or after the project.

The CWA will be input to ISO as the basis of a future International Standard.

#### **4. ePPS project scope and deliverable**

The ePPS project aims at defining a systematic and generic approach to implement an operational product property server.

The ePPS project will deliver a CEN Workshop Agreement (CWA) on «Guidelines for the design, implementation and operation of a product property server». These guidelines will be drawn on the basis of data tested mainly in two industrial sectors - heating, ventilation, air-conditioning, sanitary-ware (HVAC) and optical - and then extended to other industries.

The CWA will cover the following topics:

- a) analysis of the state-of-the art of product property servers in general (content-related, technical, legal, operational, organizational and other aspects) and of the basic requirements concerning semantic interoperability (incl. granularity of the data model);
- b) definition of the metadata, input/import and output/export formats, types of data involved, comprising preparation of dictionaries of harmonised product properties, as well as required methods of data modelling;
- c) requirements of the workflow management of distributed updating and maintenance as well as for the preparation of multilingual product property data, the control of correspondence between the data and metadata, etc.;
- d) types of needed skills and competences, taking into account people with special needs, etc.;
- e) legal and economic requirements of a product property server: IPRs; data protection, voting procedures for data preparation, etc.;
- f) terms of reference and rules of procedure of running the secretariat and for hosting the product property server system.

A demonstration model populated with data, based on rules and requirements of the CWA will be tested in a real application by the industries involved towards the end of the project. The results will be included in the final CWA as appropriate.

The work will take due account of on-going international standardization work. The final CWA will be input into the relevant ISO TCs in due course.

#### **5. ePPS project work programme and timescale**

Workshop eCAT re-launch and ePPS Kick-off meeting were held on 4 February 2008 at CEN in Brussels. A joint seminar with the proposed Focus Group on Computer sensitive product dictionaries and classification systems was held on 5 February. The ePPS project has a duration of approximately two years.

##### **Task 1: Start-up activities**

CEN Workshop re-launch and ePPS set-up

Appointment of officials (Chair, Secretary, etc)

Contact participants

Launch call for experts, selection and appointment for experts

**Milestone:** ePPS kick-off within eCAT plenary meeting (month 1)

##### **Task 2: Workshop Management**

On-going

Organization of plenary meetings

**Milestones:** WS/eCAT plenary meetings (months 6, 10, 15)

**Task 3: Research and analysis of technical aspects**

Research will be carried out concerning

- the state-of-the-art of product property servers in general (incl. content-related, technical, legal, operational, organizational and other aspects);
- the basic requirements concerning the data model under specific consideration of available standards, insurance of interoperability with users and other product property servers, multilinguality and requirements of people with special needs, etc.;
- input/import and output/export formats, again under consideration of available standards
- requirements for (web) services which are expected by users from a product property server
- means to support a syntactic and semantic interoperability between different product property servers, in particular web services as defined in ISO 29002 and necessary specifications to relate other dictionary models, in particular ISO 13584, to the web service models and interfaces
- requirements for the integration of dictionary accesses and dictionary change requests into UN/CEFACT ebXML based business processes
- requirements for keeping consistency between meta data and product data (validation of data, requirements coming e.g. from draft IS 8000-110)
- research of existing projects and data formats (e.g. VDI 3805) within HVAC industry dealing with metadata and compilation of a list of relevant aspects for a product property server in this field;

Output of this task will be draft CWA part 1 which will contain the technical requirements for product properties servers. The CWA will contain recommendations about common features needed now and in the future.

**Milestone:** Workshop round of comments on draft CWA part 1  
9<sup>th</sup> WS eCAT plenary meeting (Month 6)

**Task 4: Workflows, skills required and business model**

**CWA Part 2** will contain:

- Requirements of the workflow management of development, distributed updating and maintenance of metadata content
- Requirements concerning workflows for the preparation of multilingual product property data, the control of correspondence between the data and the metadata, etc.
- Legal and economic requirements of a PPS concerning copyright and other IPRs, business model(s), licensing models, conditions for different language versions, etc.
- Verification of available implementations (e.g. HVAC, optical industry, classification systems, ...) regarding business model, licensing, IPRs
- Industry requirements on provision of metadata regarding access, format, tools, deployment, training, etc.
- Types of skills and competences required, such as (duly taking into account people with special needs):
  - product data management (not yet widely applied in companies and by software service providers),
  - localization skills and competences (of professional localisers to be adapted to industrial data localization),
  - eCatalogue programmers and Managers (existing in rudimentary form with software service providers),

- eClassification service providers (acquired by means of training of product data managers),

Output of this task will be draft CWA part 2 which will contain the requirements for all kinds of workflows and evaluations of business models comprising also draft licensing agreements, copyright management issues, etc.

Milestone: Workshop round of comments on draft CWA part 2  
10<sup>th</sup> WS eCAT plenary meeting (month 10)

### **Task 5: Strategies and guidelines for the implementation of the standards and recommendations of Part 1 and Part 2 into industrial practice**

**CWA part 3** will contain:

- Evaluation of the results of Tasks 1 and 2 coming up with elements for the guidelines for the usage of PPS in industrial practice
- Elaborating a strategy for spreading the knowledge about the results of ePPS into the specific target industries
  - Industry workshops
  - Collaboration with relevant associations
- Analyses and collection of the requirements within the companies due to new concepts concerning
  - Organisation (roles, responsibilities, contracts)
  - Processes
  - Infrastructure/SW
  - Personal (skills, competences, ...)
- Development of a support concept for implementation adapted for the users of the PPS and the supporting SW-developing companies
  - development of exemplary implementation guidelines
  - conceptual design of additional training and education courses to transfer the relevant knowledge
  - formulate the potential benefits of using a PPS
- Building a concept for evaluating the results in industrial practice over a longer period of time and giving feedback to the CEN and the respective PPS operators

Output of this task will be draft CWA part 3 which will contain guidelines as well as rules and procedures for operating an international PPS

Finalization of CWA: merge CWA parts 1, 2 and 3, public comment (60 days) and endorsement of CWA by Workshop members and publication in CEN.

Milestone: final draft CWA for publication (month 19)

### **Task 6: Implementation test**

Beta-testing with a demonstration model by a PPS Operator Demonstration on the occasion of the open conference

Milestone: report to be included in draft CWA (month 19)

### **Task 7: Dissemination activities**

- Regular and personalized newsletters and mailings
- Establishment of a network of promoting institutions/organizations;
- 1 Open Conference
- Presentation of the draft CWA to industry fairs and business seminars (to be identified in first 6 months of the project);

- Presentation of the draft CWA to pertinent technical committees in standardization (ISO and others) and harmonization fora.

Milestone: Open Conference (month 21)

**Table: Workshop timescale and deliverables**

Activity	Date	Milestone	Who
Workshop eCAT meeting with ePPS launch (appointment Chair and Secretariat)	4./5. February 2008	WS meeting in Brussels (8 <sup>th</sup> WS/eCAT plenary meeting)	CEN and DIN
PT appointment	February 2008	PT kick-off meeting	Selection Panel
Research and analysis phase	ongoing		PT with input Workshop members
<b>First draft CWA Part1:</b> description of metadata and data modelling principles and requirements	June 2008	9 <sup>th</sup> Workshop eCAT plenary meeting	PT
WS comment on first draft CWA Part 1	July 2008		WS
Second draft CWA Part 1	End August 2008		PT
<b>First draft CWA Part 2 :</b> legal and economic requirements + on workflow	October 2008 (+15 from signature)	10th Workshop plenary meeting	PT
WS comment on first draft CWA Part 2	November 2008		WS
Second draft CWA Part 2	Mid December 2008		PT
<b>First draft CWA Part 3:</b> guidelines for operation, organization and maintenance of an international PPS  + merge with parts 1&2	Mid March 2009	11 <sup>th</sup> Workshop plenary meeting	PT
WS comment on draft CWA (parts1,2,3)	Mid April 2009		WS
<b>Revised draft CWA (all 3 parts)</b>	End April 2009		WS
Public comment period	May – June 2009		All
Implementation test	April -June 2009		
<b>Final draft CWA (1,2,3)</b> including feedback from test – preparation and endorsement	July 2009	Electronic endorsement	PT+ WS
Dissemination of CWA with test demonstration	Sept/Oct. 2009	Open Conference	CEN & DIN

## **6 ePPS project structure**

The ePPS project will run within Workshop eCAT. It will have a dedicated Project Team, who respond to the Workshop eCAT.

DIN , the German Standards Institute, will support the project secretariat.

The working language is English. The CWA will be published in English only.

## **7. Resources**

The ePPS Project Team has funds available for a total of 150 man/days, supported by European Commission and EFTA funds, provided that the project meets enough participation.

## **8. Liaisons**

The list of liaisons is contained in the Workshop eCAT Business Plan.

## **9. Contact Points**

- **Workshop Chair**

**Dr. Christian Galinski**

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- **ePPS Project Secretary**

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