

**NATO STANDARDIZATION OFFICE**



# Developing and Responding to Standardization Proposals, Inquiries and Tasks

31 October 2018

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NSO

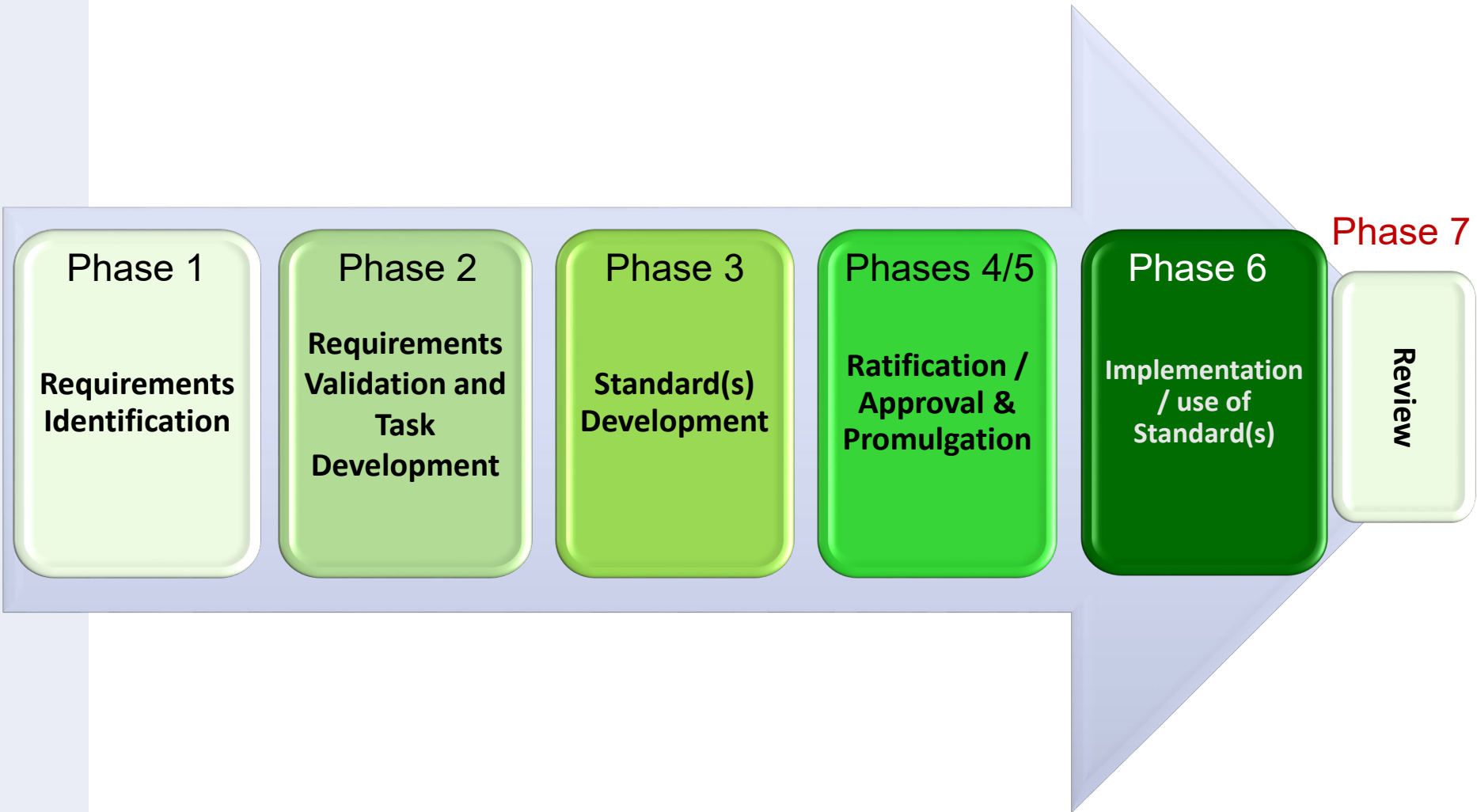
1. From Proposal to Task

2. Important Considerations

1. From Proposal to Task

2. Important Considerations

# Requirements Identification



Phase 1

Requirements  
Identification

**EITHER**

**Top-down:** High Level Directives  
(Council, Capability Priorities, NDPP)

**OR**

**Bottom-up:** Standardization Proposal  
(any interested party)

Phase 1

Requirements  
Identification

## Bottom-up:

ANY INTERESTED  
PARTY:

initiate SP and send to TA/DTA or NSO

TA/DTA STAFF:

receive and distribute SP and SI form  
(to Allies, partners, NATO bodies and other staffs)



# Requirements Validation and Task Development

Phase 2

Requirements  
Validation and  
Task  
Development

**Validation of SP by Allies**

**Standardization Task Development**

# Requirements Validation and Task Development

Phase 2  
Requirements Validation and Task Development

## Bottom Up:

ALLIES, PARTNERS:  
NATO BODIES:  
TA/DTA STAFF:

respond to SI

collect and assess SI responses

### NEED AND CAPACITY CONFIRMED

develop, coordinate and submit draft ST (with WG/SMEs and NATO Bodies)

approve draft ST

allocate study number and include approved ST in NSDD

distribute approved ST

(to Allies, Partners, NATO bodies and other staffs)

NOT CONFIRMED TA/DTA STAFF:

TA/DTA STAFF: recommend rejection of SP  
TA/DTA:

TA/DTA: reject SP

NSO:

TA/DTA STAFF:



# SP Template

<i>[Please insert NATO classification]</i>	
<p>This standardization proposal format is to be filled in by any interested party to initiate the standardization process through the bottom-up approach.</p> <p>If required the NATO Standardization Office (NSO) can assist the originator to ensure the standardization proposal (SP) addresses the required content and meets formatting requirements.</p> <p>Once completed, please submit to the appropriate tasking authority/delegated tasking authority (TA/DTA).</p> <p>In case of any uncertainty concerning the appropriate TA/DTA, please submit to the NSO.</p>	
<p><b>1. Reference Number:</b> <i>[To be provided by TA/DTA staff / NSO.]</i></p>	<p><b>2. Date*:</b> <i>[Please insert the date of your proposal.]</i></p>
<p><b>3. Originator*:</b> <i>[Please insert the name of your organization. E.g. NATO Command Structure element, NATO staff, national staff, etc.]</i></p>	
<p><b>4. Tasking Authority / Delegated Tasking Authority:</b> <i>[Please insert the TA/DTA to which the proposal is submitted. In case of any uncertainty concerning the appropriate TA/DTA, please leave empty and submit to the NSO.]</i></p>	
<p><b>5. Subject*:</b> <i>[Please insert the subject of your proposal.]</i></p>	
<p><b>6. Standardization Need and Impact on Interoperability*:</b> <i>[Please describe the standardization deficiency observed and its impact on interoperability. E.g. sorties/missions lost or delayed, lack of appropriate supplies, lack of coordination, incompatibility of signals with IT systems, etc. Please also indicate how the deficiency has been observed. E.g. exercise, operation, etc.]</i></p>	
<p><b>7. Urgency*:</b> <i>[Please indicate the time by when the proposed standardization solution should be developed.]</i></p>	
<p><b>8. Fast Track Procedure:</b> <i>[Please indicate the requirement to use the fast-track procedure.]</i></p>	
<p><b>9. Proposed Standardization Solution*:</b> <i>[Please provide a non-technical summary of the proposed standardization solution and the desired effect on the related subject area.]</i></p>	

<i>[Please insert NATO classification]</i>	
<p>Once completed, please submit to the appropriate tasking authority/delegated tasking authority (TA/DTA).          For top-down standardization, only PART 2.          For bottom-up standardization, PART 1 and 2 for Allies. PART 2 for partner nations and NATO bodies.</p>	
<b>1. Reference Number:</b> <i>[Please copy the reference number from the standardization Proposal or draft standardization task.]</i>	<b>2. Date:</b> <i>[Please insert the date of your response.]</i>
<b>3. National document number:</b> <i>[Please provide national document number if required due to national procedures.]</i>  <b>Date:</b> <i>[Please provide the date of the national document.]</i>	
<b>4. Respondent:</b> <i>[Please insert the name of your nation or NATO body on behalf of which you are responding.]</i>	
<b>5. Tasking Authority / Delegated Tasking Authority:</b> <i>[Please copy the TA/DTA from the standardization proposal or draft standardization task.]</i>	
<b>6. Subject:</b> <i>[Please copy the subject from the standardization proposal or draft standardization task.]</i>	

**PART 1**

<b>7. Do you concur with the identified standardization deficiency and impact on interoperability?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No
<b>8. Do you support the proposed standardization solution?</b> <input type="checkbox"/> Yes, completely <input type="checkbox"/> Yes, with modification (see section below) <input type="checkbox"/> No  <b>If no, why?</b> <span style="border: 1px solid black; display: inline-block; width: 500px; height: 1.2em; vertical-align: middle;"></span>

## PART 2

<p><b>11 Do you have additional information on the standardization need and impact on interoperability identified?</b></p>
<p><b>12. Will you take part in the development of the standardization solution?</b>  <input type="checkbox"/> Yes, as a working group member    <input type="checkbox"/> Yes, as custodian    <input type="checkbox"/> No</p>
<p><b>13. Do you have information on capabilities related to the standardization solution?</b>  <i>[Please indicate only if different from the standardization proposal or draft standardization task.]</i></p>
<p><b>14. Do you know any existing suitable non-NATO standardization solution that should be adopted by NATO or interested civil Standard Developing organizations for co-development?</b> <i>[Please indicate only if different from the standardization proposal or draft standardization task.]</i></p>
<p><b>15. Which working group do you think is best suited to develop the standardization solution?</b> <i>[Please indicate only if different from the standardization proposal or draft standardization task.]</i></p>
<p><b>16. Do you know of any partner nations which may/need to be involved in the development and adoption of the standardization solution? Please provide appropriate information.</b> <i>[Please indicate only if different from the standardization proposal or draft standardization task.]</i></p>
<p><b>17. Do you know of any NATO bodies' which may/need to be involved in the development and implementation/use of the standardization solution?</b> <i>[Please indicate only if different from the standardization proposal or draft standardization task.]</i></p>
<p><b>18. Do you know of any other actors which might/need to be engaged in the development of the standardization solution?</b> <i>[Please indicate only if different from the standardization proposal or draft standardization task.]</i></p>
<p><b>19. Which classification do you think the standardization solution should hold? If classified, is the creation of a supplement or multinational publication necessary/desirable?</b> <i>[Please indicate only if different from the standardization proposal or draft standardization task.]</i></p>

# ST Template

<i>[Please insert NATO classification]</i>	
<b>1. Reference Number:</b> <i>[Copy the reference number from the standardization proposal or assign a reference number.]</i>	<b>2. Date:</b> <i>[Insert the date of the task.]</i>
<b>3. Tasking Authority (TA)/Delegated Tasking Authority (DTA):</b> <i>[Insert the TA/DTA responsible for the task.]</i>	
<b>4. Subject:</b> <i>[Insert the subject of the task.]</i>	
<b>5. Standardization Need and Impact on Interoperability:</b> <i>[Describe the standardization deficiency and its impact on interoperability. E.g. sorties/missions lost or delayed, lack of appropriate supplies, lack of coordination, incompatibility of signals with IT systems, etc.]</i>	
<b>6. Urgency:</b> <i>[Indicate the time by when the proposed standardization solution should be developed.]</i>	
<b>7. Fast Track Procedure:</b> <i>[Indicate the requirement to use the fast track procedure.]</i>	
<b>8. Standardization Solution:</b> <i>[Provide a non-technical summary of the standardization solution to be developed.]</i>	
<b>9. Related Capabilities:</b> <i>[Indicate the capabilities related to the identified standardization solution.]</i>	
<b>10. Level of Standardization:</b> <i>[Indicate the level of standardization to be achieved through the implementation of the standardization solution.]</i> <input type="checkbox"/> Compatibility <input type="checkbox"/> Interchangeability <input type="checkbox"/> Commonality	
Additional information: <i>[Indicate any limitation.]</i>	
<b>11. Covering Document:</b> <i>[Indicate the covering document for the standardization solution.]</i> <input type="checkbox"/> STANAG <input type="checkbox"/> STANREC	
<b>12. Non-NATO Standardization Solutions:</b> <i>[If known, indicate existing suitable non-NATO standardization solution that should be adopted by NATO or interested civil Standard Developing Organizations for co-development.]</i>	

Phase 1

Requirements  
Identification

**EITHER**

**Top-down:** High Level Directives  
(Council, Capability Priorities, NDPP)

**OR**

**Bottom-up:** Standardization Proposal  
(any interested party)

Phase 1

Requirements  
Identification

## Top-down: High Level Directives

TA/DTA STAFF: develop and coordinate **draft ST**  
(with WG/SMEs and NATO Bodies)

TA/DTA STAFF: distribute draft ST and SI form  
(to Allies, partners, NATO bodies and other staffs)



# Standardization Task Development for Top-down Requirements

Phase 2

Task  
Development

**Standardization Task Development**

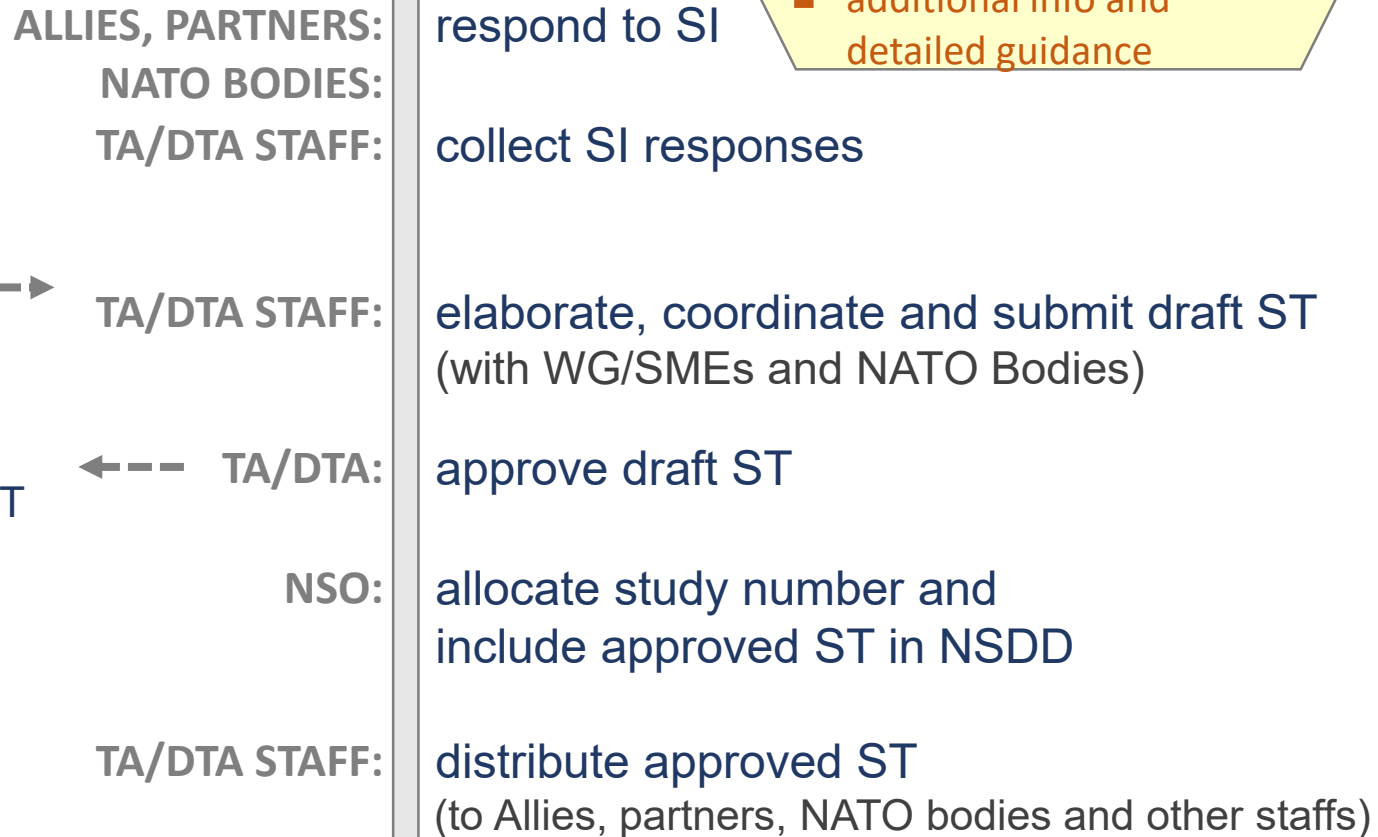
# Requirements Validation and Task Development

Phase 2  
Requirements Validation and Task Development

## Top-down:

Top-down is **already validated** by Allies, ST to provide additional info and detailed guidance

do NOT approve draft ST





1. From Proposal to Task

**2. Important Considerations**

# The Standardization Proposal

- initiates the bottom-up standardization process
- can be submitted by any interested party
- shall be developed in accordance with SP format provided  
(available on NSO website)
- shall address
  - subject
  - standardization need and the impact on interoperability
  - proposed standardization solution
  - urgency
- shall be submitted by the author to the appropriate TA/DTA or the NSO

! Provide sufficient information for assessment of  
■ requirement by nations

# The Standardization Inquiry

- will be submitted by **TA/DTA staff** to nations together with SP
- **all** Allies and invited Partners **should respond**
- information required for assessing support by Allies and for development of standardization task



Allies have to engage at the beginning of the process

# The Standardization Task

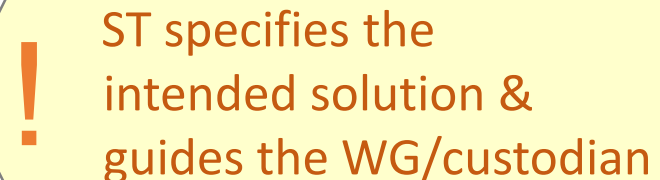
- will only be developed, if responses to SI indicate that need and capacity to contribute to the development are confirmed by Allies
- development is responsibility of TA/DTA staff but will require support from national SMEs and, if appropriate, NATO bodies' staff
- specifies the intended standardization solution (gives specific guidance to custodian)
- shall be developed in accordance with ST format in AAP-03 (available on NSO website)
- requires TA/DTA approval



**No standardization task, no NATO standard**

## SHOULD ADDRESS

- Description of **standardization need** and its **impact on interoperability**
- **Urgency/timeline**
- **Use of fast-track procedure**
- Description of standardization **solution** to be developed (procedure, materiel, etc)
- **Related capabilities**
- **Level of standardization**
- **Covering document** (STANAG / STANREC)
- **Existing non-NATO standardizations solutions** that may be adopted
- **WG and custodian**
- **Partner Nations' and NATO Bodies' Involvement**
- Coordination / engagement with **other actors** (CoEs, industry, other DTAs/WGs)
- **Classification and release**
- **Language required**
- **Promulgation Criteria**
- Relationship to **existing NATO documents**
- Military Services affected



! ST specifies the intended solution & guides the WG/custodian

# Considerations for Promulgation Criteria

- **Impact** of future Allied standard **on interoperability**
- Allied **capabilities supported** by the future Allied standard
- **Allies contributing** or planning to contribute to the capabilities supported by the future standard
- Allies which are **major contributors** to the supported capabilities
- **Urgency** for the required standardization solution
- **Envisaged use** of the standard (time, lifespan, specific event or serious of events, etc.)

! “Majority” as default is for most standards probably **not** the right approach

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