

	Title	Organisation /Author	Date	Status
	Infrastructure Room, Charter	bSI InfraRoom / InfraRoom Steering Committee	10-03-2016	Ver. 11

## Infrastructure Room Charter

Version 11 – March 10, 2016

End date	Not defined
Confidentiality	Proceedings are public
Chair	Christophe Castaing/Henk Schaap
Staff contact	Laura Mol
Teleconfer- ence schedule	InfraRoom Steering Committee One 60-90 minute call every two weeks, plus task force calls as necessary. Projects have their own schedule.
Face-to-face meetings	The InfraRoom meets during the bSI Summits (2x/yr). Projects have their own schedule.

Page no.	Author
1	bSI InfraRoom Steering Committee

## Table of contents

1. Vision and Mission .....	3
2. Context and Approach .....	3
3. Scope and Deliverables.....	4
4. Organizational structure and participation.....	4
5. Appointments.....	5
6. Dependencies and Liaisons.....	6
7. Decision Policy and Project Governance .....	6
8. Communication .....	9
9. About this Charter .....	10
Appendix 1: Work plan 2015.....	<b>Error! Bookmark not defined.</b>

Page no.	Author
2	bSI InfraRoom Steering Committee

## 1. Vision and Mission

There is a critical need for a comprehensive neutral data model capable of representing both semantic and geometric aspects of major infrastructure works. This facilitates data exchange and open data access in the context of the planning, realization and maintenance of civil infrastructure projects, including road and rail, bridges and tunnels, and ultimately, all constructed entities in the built environment.

Standards for modelling buildings are relatively mature, but the functionality of a neutral data model and exchange standards for Infrastructure is not available among the current open BIM standards. The buildingSMART Infrastructure Room (hereafter named InfraRoom) undertakes initiatives to fill this gap.

Hence, the **mission** of the InfraRoom is: *to combine, enhance and develop open standards for intelligent data, which enable process and data integration for Infrastructure.*

This leads to the following **key objectives** of the InfraRoom:

- enable data exchange based on open standards for the planning, realization and maintenance of infrastructure works such as road and rail, and ultimately all aspects of the built environment;
- enable the exchange of information and open data access between asset management databases;
- enable enduring archives of asset information based on open standards;
- enable life cycle information management for infrastructure based on open standards;
- enable the merging of project related information e.g. requirements and risks, with asset information.

## 2. Context and Approach

The rooms inside buildingSMART International (hereafter named bSI) have an important role within bSI. This role encompasses preparing proposals for future standards and developing attractive business propositions for software vendors. These attractive business propositions should convince software vendors to invest in making their solutions bSI compatible.

Within the previously described context, the InfraRoom seeks to shift the traditional focus of bSI standards and software tools from buildings to other constructed infrastructure entities in the built environment. As a consequence, the InfraRoom initiatives respect and integrate with standards and tools developed within the geospatial sector.

To guide the above described approach, the InfraRoom has identified the following **key principles**:

- use of existing bSI standards, technologies and knowledge as a valuable basis;
- complemented by integrating with other relevant standards (OGC or ISO e.g.);
- if needed, develop new standards;
- use of a practical horizon for initiatives, namely five years ahead;
- focus energy on a limited number of topics;



Finally, in order to progress the InfraRoom Work Plan and assist the Working Groups in maintaining their momentum, the InfraRoom has established a part-time secretariat. This part time secretariat provides organisational support to Working Group's and InfraRoom committees, through web-based communication resources. This organisational support involves the following activities:

- establishing a project structure to track progress;
- establishing a reporting cycle;
- organizing and scheduling of (online/live) meetings and panels;
- assisting appointed individuals in the communication between working groups, committees, bSI and if necessary with the greater public.

## 5. Appointments

Paragraph 4 has described the various organizational components that make up the InfraRoom. This paragraph will outline the regulations surrounding appointments. These regulations have been derived from the bSI Standards Process (v.6, 2015) and are as follows:

- InfraRoom Steering Committee members are elected by Infra Room members approved for voting.
- Voting rights are restricted to notified representatives of Associate, Standard, and International Members, members of the Strategic Advisory Committee and Chapters.
- InfraRoom Steering Committee members are elected for a term of 4 years and may stand for re-election after that time. In order to maintain continuity, a 2-year voting cycle operates whereby every two years, half the positions are declared vacant and new members are appointed.
- The bSI Standards Committee Executive (hereafter named SCE) appoints the InfraRoom Steering Committee Chairman, based on a recommendation from the incoming InfraRoom Steering Committee.
- The InfraRoom Steering Committee shall appoint one or more members to serve as a Contact person, responsible for communication between the room, its members and groups, other rooms and groups, the SCE and bSI management as required.
- The InfraRoom Steering Committee shall appoint one or more members to serve as a Coordination person, responsible for coordinating between the room and bSI internal parties.
- The InfraRoom Steering Committee shall appoint one or more members to serve as a Liaison person, responsible for coordinating between the room and parties external to bSI.
- The InfraRoom Steering Committee appoints an InfraRoom Project Steering Committee (for more information see paragraph 7 on Project Governance);
- The InfraRoom Steering Committee appoints a Project Coordinator (for more information see paragraph 7 on Project Governance).

## 6. Dependencies and Liaisons

The InfraRoom sets out to collaborate with all rooms within bSI.

In addition to collaborations, the InfraRoom has signalled the following organisations as potential liaisons:

- Open Geospatial Consortium (OGC) and ISO TC211;
- ISO TC59/SC13: Organization of information about construction works;
- CEN/BT/WG 215: Building Information Modelling (BIM).

The InfraRoom has no known dependencies at the time of construction of this charter.

## 7. Decision Policy and Project Governance

The following table sets out the roles, responsibilities and formal outputs for the InfraRoom project delivery process.

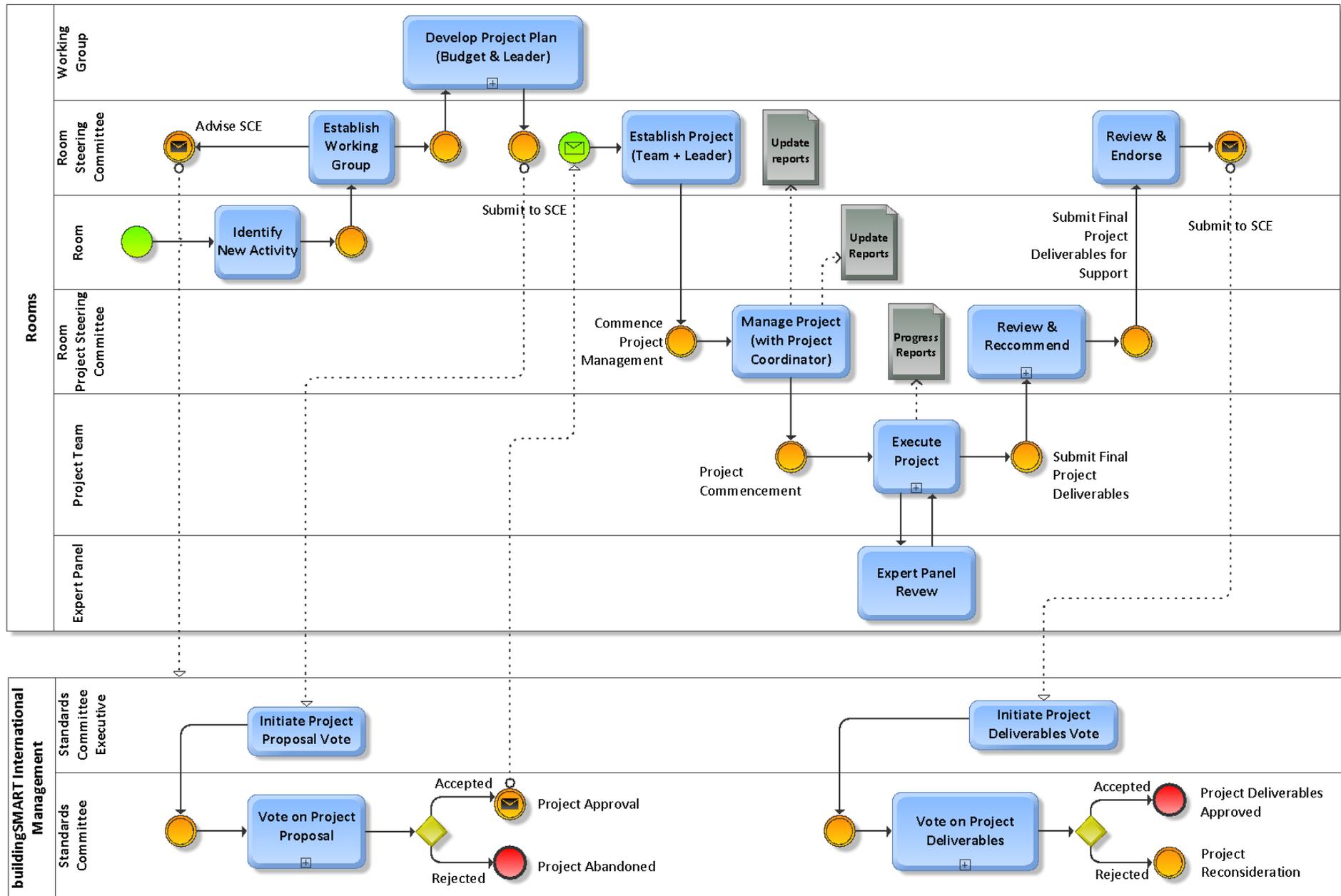
**Table 1 - Roles in the Standards Development Process**

Role	Description	Formal results
Infrastructure Room (IR)	The Infrastructure Room is an open forum or interest group where any interested party may attend. It is intended that they may comprise both user and technical parties.  The IR is a forum for discussion. The IR may propose New Work Items.	Appointment of Steering Committee (any representative may stand, but only voting delegates vote).
IR Steering Committee (IRSC)	Develops the policy and work plan for the development of standards in the Infrastructure domain. Coordination with IR, bSI management, SCE, other rooms, other standardization bodies. Raise sponsorship income. Establish projects and project leads (after approval of SCE). Establish working groups to address identified work items.	IR Policy and work plan.  Appointment of IR Project Steering Committee.  Appointment Project coordinator  Established project, project lead.  Approves outcomes from projects as delivered by IRPSC and

Role	Description	Formal results
		forwards to SCE
IR Project Steering Committee (IRPSC)	The IR Project Steering Committee governs all projects, gives advice on project plans and deliverables, keeps track of progress, and reports to InfraRoom Steering Committee. The Project Coordinator acts on behalf of the IRPSC as a liaison for day-to-day coordination of Projects.	Progress report Assessment report on both project plans and deliverables
Project Team	Executes a project based on a project plan and delivers the results according to plan. Reports to IRPSC.	Progress report Project deliverables e.g. a report or a proposed standard
Expert Panel	Supports a project team and gives advice on domain-specific or standard-specific issues within the context of a project execution	
Working Group	A working group is established to address an identified work item. It may develop a project plan, find funding, and propose a project leader.	Reports to the IRSC
Standards Committee Executive (SCE)	Have executive oversight of the standards program. Supervises the standards process. Coordinates the balloting by SC.	
Standards Committee (SC)	Approve the initiation of rooms, groups and standards projects and approve outcomes in accordance with the standards process.	Approval of the initiation of rooms, groups, and standards projects and approval of outcomes

The following diagram (next page) depicts the Project Governance process established by the InfraRoom.

# buildingSMART International - Standards Development Process



The Project Governance process delineates the following steps in governing projects:

- As described in paragraph 5, the InfraRoom Steering Committee establishes an InfraRoom Project Steering Committee that governs all projects.
- The InfraRoom Project Steering Committee approves Project Plans and deliverables, keeps track of progress, and reports to InfraRoom Steering Committee.
- The InfraRoom Project Steering Committee uses a Project Coordinator to perform day-to-day coordination with projects.
- A new project begins when the InfraRoom identifies a Work Item and forms a Working Group with a Convenor.
- The identified Working Group develops a Project Plan, including a budget, and proposes a Project Leader, submitting that for approval to the InfraRoom Steering Committee.
- The InfraRoom Steering Committee then submits the Project Plan to the Standards Committee Executive.
- Once approved through a Standards Committee vote, the InfraRoom Steering Committee establishes the proposed Project, including the budget, and appoints a Project Team and Leader.
- The Project Team Leader always reports back through the InfraRoom Project Steering Committee.
- Although a Project Team and Leader have been appointed by the InfraRoom Steering Committee, the initial Working Group can still be in place to support the project during the execution.
- During the execution of the Project, the Project Team Leader directs all project payment requests first to the InfraRoom Project Steering Committee for approval, then requests draw down of project funds from the bSI Standards Committee Executive.
- Where the Project results in a proposed new bSI standard or other formal deliverable, the InfraRoom Steering Committee formally submits that to the bSI Standards Committee Executive.
- Projects that aim to develop a bSI standard must conform to the bSI standard procedure.

## 8. Communication

InfraRoom should communicate topics, discussions and solutions using:

- Its own web page on [buildingsmart.org](http://buildingsmart.org);
- Presentations at bSI Summits;
- BSI Newsletter;
- Liaison with OGC;
- Contact person(s) in other rooms;
- InfraRoom Steering Committee telecom meetings.

Page no.	Author
9	bSI InfraRoom Steering Committee

## 9. About this Charter

This charter for the Infrastructure Room has been created according to chapter 3 and 4 of the bSI Standards Process Document. In the event of a conflict between this document or the provisions of any charter and the bSI Process, the bSI Process shall take precedence.

Page no.	Author
10	bSI InfraRoom Steering Committee