



PROJECT TEAM PROPOSAL SPECIFICATION SUPPORT

PROJECT NAME: _____

PIDX Document Title:
Document ID:

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PTP Version
Date:

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1. Proposed Project Team / Study Name

2. Description

2.1 Purpose

2.2 Scope

2.3 Goal

2.3.1 Identify criteria for success of the deliverables / specification as deployed in industry.

2.3.2 Identify all of the stakeholders of which you are aware. Operators, Suppliers, and Marketplaces

2.3.3 Identify the stakeholders who are willing to join the work effort.
(See Sponsor & Participants)



2.4 Proposal

3 PIDX Definitions

- An essential part of this project will be to update the Petroleum Industry Data Dictionary (PIDD) with term definitions and XML element annotations, as appropriate.

4 Benefits

- List benefits for all PIDX users

5 Sponsor and Participants

PIDX member/company sponsoring development of these specifications/this project:

Member	Company	E-Mail Address



The following PIDX members/companies are participants in the development of these specifications:

Member	Company	E-Mail Address

Mail distribution list required?	
Please provide the name of the mail distribution list:	

6 Deliverable Schedule

Component	Status	Estimated Completion Date
S&G Approval of PTP (10.99)		
Executive Committee Approval of PTP (20.99)		
WBS Creation	Not Started	
Risk Assessment Creation	Not Started	
Communication Plan Creation	Not Started	
Quality Plan Creation	Not Started	
Business Process Guidelines documentation – including: Use Case(s), diagrams, best practices	Not Started	
Business Messaging Requirements – tag formats	Not Started	

PIDD <ul style="list-style-type: none"> • Clarify and agree to terminology and definitions • Update PIDD entries throughout life of the project • Workgroup chair is responsible for ensuring PIDD is updated 	Not Started	
Distribute initial document build for discussion	Not Started	
Finalize document design	Not Started	
Work Group approval of draft standard	Not Started	
S&G approval of draft standard	Not Started	
Executive Committee approval of draft standard	Not Started	
Publication of draft standard for comment	Not Started	
Full Membership vote on draft standard	Not Started	

7 Anticipated Completion Date: _____

8 Initial Contributions

Document name	Type of Document	Document Source

9 PIDX Resource Requirements

PIDX staff and/or contracted resources

Minute taking				
Facilitation				
Planned activity	Number per month	Number of months	Duration (hrs)	Total PIDX Time (hrs)
Conference calls				
Face to face meetings				

Total PIDX staff time required for this project.	
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10 Marketing & Publicity

Provide the following information in order to maximize participation, awareness, and reach of your project.

Project Short Name (for projects with longer titles):

Project Objective (to attract participants):

Key words:

Sponsoring Members will be contacted for a Company Logo (if not yet submitted).

11 Sponsoring Member /Work Group/Sub-Committee

This specification has been submitted by _____ on behalf of the _____ Work Group/ Sub-Committee.

Contact Information:

Name:

Company:

Mailing Address:

Telephone:

E-Mail Address:

Signature:

The chair of this Work Group/ Sub-Committee has reviewed this submission for completeness and understands this particular Work Group/ Sub-Committee is the Sponsoring Work Group/ SIG, responsible for the communication process. This does not mean the Chair or Work Group/ SIG is approving the actual work or its inclusion in any specification.

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Chair's Signature

12 PIDX Executive Committee

Upon review by the PIDX Executive Committee, this Project Team Proposal (PTP) is:

Approved

Denied

Requires additional information

If "Denied" or "Requires additional information, please provide details:

Recorded by:

Standards & Compliance Manager, PIDX International