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Interested committees:

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Part 5-1-1: Management and engineering guide: Generic profile group: Entry profile.

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## Introduction

This draft standard is based on national and international discussions. Your comments on this draft are invited and will assist in the preparation of the consequent standard.

For international standards, comments will be reviewed by the relevant UK national committee before sending the consensus UK vote and comments to the international committee, which will then decide appropriate action. If the international standard is approved, it is usual for the text to be published as a British Standard.

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## UK Vote

Please indicate whether you consider the UK should submit a negative (with supporting technical reasons) or positive vote on this draft. Please indicate if you are aware of any reason why this draft standard should not be published as a British Standard.

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## Template for comments and secretariat observations

|                  |                        |
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| 1  | 2                                          | (3)                          | 4               | 5                                                                                                                                  | (6)                                                                      | 7                                                  |
|----|--------------------------------------------|------------------------------|-----------------|------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------|----------------------------------------------------|
| MB | Clause No./ Subclause No./Annex (e.g. 3.1) | Paragraph/ Figure/Table/Note | Type of comment | Comment (justification for change) by the MB                                                                                       | Proposed change by the MB                                                | Secretariat observations on each comment submitted |
|    | 3.1                                        | Definition 1                 | ed              | Definition is ambiguous and needs clarifying.                                                                                      | Amend to read '...so that the mains connector to which no connection...' |                                                    |
|    | 6.4                                        | Paragraph 2                  | te              | The use of the UV photometer as an alternative cannot be supported as serious problems have been encountered in its use in the UK. | Delete reference to UV photometer.                                       |                                                    |

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## Systems and software engineering — Lifecycle profiles for Very Small Entities (VSEs) —

Part 5-1-1:

### Management and engineering guide: Generic profile group: Entry profile

ICS: 35.080

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# Contents

Page

|                                                                                                                   |           |
|-------------------------------------------------------------------------------------------------------------------|-----------|
| <b>Foreword</b>                                                                                                   | <b>iv</b> |
| <b>1 Scope</b>                                                                                                    | <b>1</b>  |
| 1.1 Fields of application                                                                                         | 1         |
| 1.2 Target audience                                                                                               | 1         |
| <b>2 Normative references</b>                                                                                     | <b>1</b>  |
| <b>3 Terms and definitions</b>                                                                                    | <b>1</b>  |
| <b>4 Conventions and abbreviated terms</b>                                                                        | <b>4</b>  |
| 4.1 Introduction                                                                                                  | 4         |
| 4.2 Naming, diagramming and definition conventions                                                                | 4         |
| 4.3 Abbreviated terms                                                                                             | 6         |
| <b>5 Overview</b>                                                                                                 | <b>6</b>  |
| 5.1 Introduction                                                                                                  | 6         |
| 5.2 Entry conditions to use the software Entry profile                                                            | 6         |
| 5.3 Processes and activities of the software Entry profile                                                        | 6         |
| <b>6 Project management (PM) process</b>                                                                          | <b>7</b>  |
| 6.1 PM process purpose                                                                                            | 7         |
| 6.2 PM process outcomes                                                                                           | 8         |
| 6.3 PM roles involved                                                                                             | 8         |
| 6.4 PM activities and tasks                                                                                       | 8         |
| 6.4.1 Overview of the PM process                                                                                  | 8         |
| 6.4.2 PM activities                                                                                               | 9         |
| 6.4.3 Incorporation to project repository                                                                         | 14        |
| <b>7 Software implementation (SI) process</b>                                                                     | <b>14</b> |
| 7.1 SI process purpose                                                                                            | 14        |
| 7.2 SI process outcomes                                                                                           | 14        |
| 7.3 SI roles involved                                                                                             | 15        |
| 7.4 SI activities and tasks                                                                                       | 15        |
| 7.4.1 Overview of the SI process                                                                                  | 15        |
| 7.4.2 SI activities                                                                                               | 16        |
| 7.4.3 Incorporation to the project repository                                                                     | 21        |
| <b>8 Description of roles</b>                                                                                     | <b>22</b> |
| <b>9 Description of work products</b>                                                                             | <b>22</b> |
| <b>10 Software tools</b>                                                                                          | <b>32</b> |
| 10.1 Introduction                                                                                                 | 32        |
| 10.2 Project management process tools                                                                             | 32        |
| 10.3 Software implementation process tools                                                                        | 32        |
| <b>Annex A (informative) Comparison between ISO/IEC TR 29110-5-1-1:2012 and this edition of the Entry profile</b> | <b>34</b> |
| <b>Annex B (informative) Deployment packages for the software Entry profile</b>                                   | <b>39</b> |
| <b>Bibliography</b>                                                                                               | <b>40</b> |

## Foreword

ISO (the International Organization for Standardization) and IEC (the International Electrotechnical Commission) form the specialized system for worldwide standardization. National bodies that are members of ISO or IEC participate in the development of International Standards through technical committees established by the respective organization to deal with particular fields of technical activity. ISO and IEC technical committees collaborate in fields of mutual interest. Other international organizations, governmental and non-governmental, in liaison with ISO and IEC, also take part in the work.

The procedures used to develop this document and those intended for its further maintenance are described in the ISO/IEC Directives, Part 1. In particular, the different approval criteria needed for the different types of document should be noted. This document was drafted in accordance with the editorial rules of the ISO/IEC Directives, Part 2 (see [www.iso.org/directives](http://www.iso.org/directives) or [www.iec.ch/members\\_experts/refdocs](http://www.iec.ch/members_experts/refdocs)).

Attention is drawn to the possibility that some of the elements of this document may be the subject of patent rights. ISO and IEC shall not be held responsible for identifying any or all such patent rights. Details of any patent rights identified during the development of the document will be in the Introduction and/or on the ISO list of patent declarations received (see [www.iso.org/patents](http://www.iso.org/patents)) or the IEC list of patent declarations received (see [patents.iec.ch](http://patents.iec.ch)).

Any trade name used in this document is information given for the convenience of users and does not constitute an endorsement.

For an explanation of the voluntary nature of standards, the meaning of ISO specific terms and expressions related to conformity assessment, as well as information about ISO's adherence to the World Trade Organization (WTO) principles in the Technical Barriers to Trade (TBT) see [www.iso.org/iso/foreword.html](http://www.iso.org/iso/foreword.html). In the IEC, see [www.iec.ch/understanding-standards](http://www.iec.ch/understanding-standards).

This document was prepared by Joint Technical Committee ISO/IEC JTC 1, *Information technology*, Subcommittee SC 7, *Software and systems engineering*.

A list of all parts in the ISO/IEC 29110 series can be found on the ISO and IEC websites.

Any feedback or questions on this document should be directed to the user's national standards body. A complete listing of these bodies can be found at [www.iso.org/members.html](http://www.iso.org/members.html) and [www.iec.ch/national-committees](http://www.iec.ch/national-committees).

This second edition cancels and replaces the first edition (ISO/IEC 29110-5-1-1:2012), which has been technically revised.

The main changes compared to the previous edition are as follows:

- Many task statements have been reworded to facilitate their understanding. Some task statements are deleted to make this Entry Profile to be light-weighted for suitable streamlining to Basic Profile.
- Conditional tasks have been added to develop optional work products (e.g., change request) that have been requested by a customer. This notation replaces the 'Optional' notation (e.g., \*(optional) used in the first edition that caused ambiguities).
- Terms were added to the Terms and definitions clause such that this Management and engineering guideline is self-contained.
- A few terms have been modified to align this guideline with the updated version of standards such as the ISO/IEC/IEEE 12207 software life cycle processes and the ISO/IEC/IEEE 15289.
- 'Notes' have been added for giving additional information intended to assist the understanding or use of the text of the document.

- [Annex A](#) describes in more details the changes made to the previous edition of this Management and engineering guideline.
- [Annex B](#) describes the deployment packages for the Entry profile.

A list of all parts in the ISO/IEC 29110 series can be found on the ISO website.

Any feedback or questions on this document should be directed to the user's national standards body. A complete listing of these bodies can be found at [www.iso.org/members.html](http://www.iso.org/members.html) and [www.iec.ch/national-committees](http://www.iec.ch/national-committees).

## 0.1 Introduction to the ISO/IEC 29110 series

Very small entities (VSEs) around the world are creating valuable products and services. For the purpose of the ISO/IEC 29110 series, a very small entity (VSE) is an enterprise, organisation (e.g., government agency, non-profit organisation), department or project having up to 25 people. Since many VSEs develop and/or maintain system and software components used in systems, either as independent products or incorporated in larger systems, a recognition of VSEs as suppliers of high-quality products is required.

According to the Organisation for Economic Co-operation and Development (OECD) SME and Entrepreneurship Outlook report (2019) “Small and medium-sized enterprises (SMEs) and entrepreneurship are essential drivers of economic and social well-being. Representing 99 % of all businesses, generating about 60 % of employment and totalling between 50 % and 60 % of value added in the OECD area. Almost one person out of three is employed in a micro firm with less than 10 employees”. The challenge facing OECD governments is to provide a business environment that supports the competitiveness of this large heterogeneous business population and that promotes a vibrant entrepreneurial culture.

From studies and surveys conducted, it is clear that the majority of International Standards do not address the needs of VSEs. Implementation of and conformance with these standards is difficult, if not impossible.

Consequently, VSEs have no, or very limited, ways to be recognized as entities that produce quality systems/system elements including software in their domain. Therefore, VSEs are excluded from some economic activities.

It has been found that VSEs find it difficult to relate International Standards to their business needs and to justify the effort required to apply standards to their business practices. Most VSEs can neither afford the resources, in terms of number of employees, expertise, budget and time, nor do they see a net benefit in establishing over-complex systems or software life cycle processes. To address some of these difficulties, a set of guidelines has been developed based on a set of VSE characteristics. The guidelines are based on subsets of appropriate standards processes, activities, tasks, and outcomes, referred to as Profiles. The purpose of a profile is to define a subset of International Standards relevant to the VSEs' context; for example, processes, activities, tasks, and outcomes of ISO/IEC/IEEE 12207 for software; and processes, activities, tasks, and outcomes of ISO/IEC/IEEE 15288 for systems; and information products (documentation) of ISO/IEC/IEEE 15289 for software and systems.

VSEs can achieve recognition through implementing a profile and by being audited against ISO/IEC 29110 specifications.

The ISO/IEC 29110 series can be applied at any phase of system or software development within a life cycle. This series is intended to be used by VSEs that do not have experience or expertise in adapting/tailoring ISO/IEC/IEEE 12207 or ISO/IEC/IEEE 15288 standards to the needs of a specific project. VSEs that have expertise in adapting/tailoring ISO/IEC/IEEE 12207 or ISO/IEC/IEEE 15288 are encouraged to use those standards instead of the ISO/IEC 29110 series.

The ISO/IEC 29110 series is intended to be used with any life cycle such as: waterfall, iterative, incremental, evolutionary or agile.

Systems, in the context of the ISO/IEC 29110 series, are typically composed of hardware and software components.

The ISO/IEC 29110 series, targeted by audience, has been developed to improve system or software and/or service quality, and process performance. See [Table 1](#).

**Table 1 — ISO/IEC 29110 target audience**

| ISO/IEC 29110     | Title                                                   | Target audience                                                                                 |
|-------------------|---------------------------------------------------------|-------------------------------------------------------------------------------------------------|
| ISO/IEC 29110-1-1 | Overview                                                | VSEs and their customers, assessors, standards producers, tool vendors and methodology vendors. |
| ISO/IEC 29110-1-2 | Vocabulary                                              | VSEs and their customers, assessors, standards producers, tool vendors and methodology vendors. |
| ISO/IEC 29110-2   | Framework for profile preparation                       | Profile producers, tool vendors and methodology vendors.                                        |
| ISO/IEC 29110-3   | Certification and assessment guidance                   | VSEs and their customers, assessors, accreditation bodies.                                      |
| ISO/IEC 29110-4   | Generic profile specifications                          | VSEs, customers, standards producers, tool vendors and methodology vendors.                     |
| ISO/IEC 29110-5   | Management, engineering and service delivery guidelines | VSEs and their customers.                                                                       |
| ISO/IEC 29110-6   | Specific profile specifications                         | VSEs, customers, standards producers, tool vendors and methodology vendors.                     |
| ISO/IEC 29110-7   | Specific profile guidelines                             | VSEs and their customers.                                                                       |

If a new profile is needed, ISO/IEC 29110-4 or ISO/IEC 29110-6 and or ISO/IEC 29110-7, ISO/IEC 29110-5 can be developed with minimal impact to existing documents.

ISO/IEC 29110-1-1 introduces processes, life cycle and standardization concepts, the taxonomy (catalogue) of ISO/IEC 29110 profiles and the ISO/IEC 29110 series. This document also introduces the characteristics and needs of a VSE, and clarifies the rationale for specific profiles, documents, standards and guidelines. ISO/IEC 29110-1-2 defines the terms common to the ISO/IEC 29110 series.

ISO/IEC 29110-2 introduces the concepts for systems and software engineering profiles for VSEs. It establishes the logic behind the definition and application of profiles. For standardized profiles, it specifies the elements common to all profiles (structure, requirements, conformance, assessment). For domain-specific profiles (profiles that are not standardized and developed outside of the ISO process), it provides general guidance adapted from the definition of standardized profiles.

ISO/IEC 29110-3 defines certification schemes, assessment guidelines and compliance requirements for process capability assessment, conformity assessments, and self-assessments for process improvements. ISO/IEC 29110-3 also contains information that can be useful to developers of certification and assessment methods and developers of certification and assessment tools. ISO/IEC 29110-3 is addressed to people who have direct involvement with the assessment process, e.g., the auditor, certification and accreditation bodies and the sponsor of the audit, who need guidance on ensuring that the requirements for performing an audit have been met.

ISO/IEC 29110-4-m provides the specifications for all generic profiles of the Generic profile group that are based on subsets of appropriate standards elements.

ISO/IEC 29110-5-m-n provides a management, engineering and service delivery guidelines for profiles of the Generic profile group.

ISO/IEC 29110-6-m provides the specifications for specific profiles that are based on subsets of appropriate standards elements.

ISO/IEC 29110-7-m-n provides a guideline for each profile of the specific profile group.

Figure 1 describes the ISO/IEC 29110 series and positions the parts within the framework of reference.

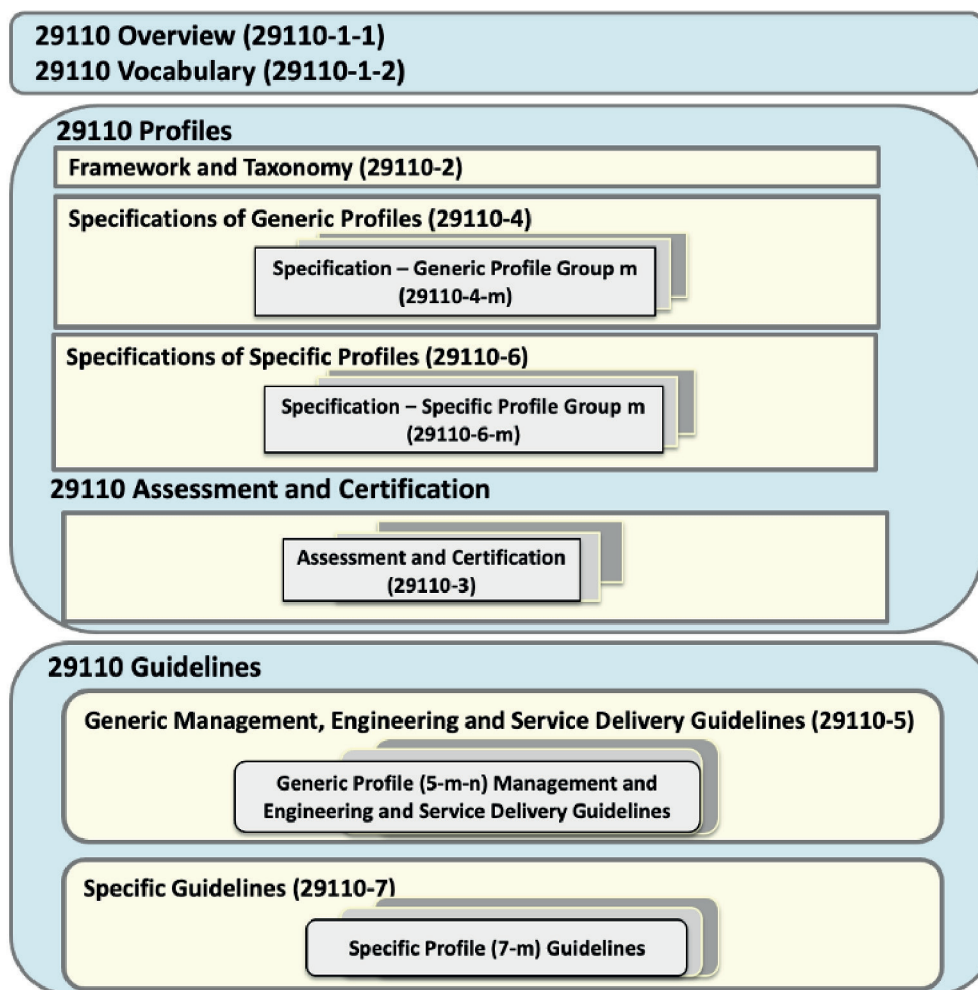


Figure 1 — ISO/IEC 29110 series

## 0.2 Introduction to this document

This document provides a management and engineering guideline for the software Entry profile of the generic profile group specified in ISO/IEC 29110-4-1.

The software Entry profile is targeted at start-up VSEs (e.g., VSEs who started their operation less than three years) and/or at VSEs working on small projects (e.g., project size of less than six person-months).

This document is the first software profile of a four-profile software engineering roadmap (i.e., Entry, Basic, Intermediate and Advanced).

For a start-up VSE that may not have customers yet, anybody who acts on behalf of customers can play the role of the customer.

To use this guideline, a VSE needs to fulfil the following conditions:

- project team, including project manager, is assigned and trained; and
- development cycle(s) has/have been documented (e.g., waterfall, iterative, incremental, evolutionary, agile);

Using this guideline, a VSE can obtain the following benefits:

- An agreed set of project requirements and expected work products is delivered to the customer.

- A disciplined management process that provides project visibility and corrective actions of project problems and deviations is performed.
- A systematic software implementation process that satisfies customer needs and ensures quality work products is followed.

VSEs that develop systems that have software components are invited to use the systems engineering Entry profile guidelines of the ISO/IEC 29110 series (i.e., ISO/IEC TR 29110-5-6-1).

In this document, an informative annex describes in more details the changes made to the first edition of this management and engineering guideline. An informative annex describes the deployment packages.

Conformance requirements for implementations of this document can be found in ISO/IEC 29110-4-1.



# Systems and software engineering — Lifecycle profiles for Very Small Entities (VSEs) —

## Part 5-1-1:

## Management and engineering guide: Generic profile group: Entry profile

### 1 Scope

#### 1.1 Fields of application

This document provides the management and engineering guideline to the software Entry profile specified in ISO/IEC 29110-4-1 through project management and software implementation processes.

The life cycle processes described in ISO/IEC 29110 are not intended to preclude or discourage their use by organisations larger than VSEs.

This management and engineering guideline applies to VSEs that develop non-business or safety critical software.

This part of ISO/IEC 29110 applies for software development projects, which can fulfil an external or internal agreement. The internal agreement need not be explicit between the project team and their customer.

#### 1.2 Target audience

This document is targeted at start-up VSEs (e.g., VSEs who started their operation less than three years) and/or at VSEs working on small projects (e.g., project size of less than six person-months)

This document is intended to be used with any processes, techniques, and methods that enhance the VSE's customer satisfaction and productivity.

### 2 Normative references

There are no normative references in this document.

### 3 Terms and definitions

For the purposes of this document, the terms and definitions given in ISO/IEC 29110-1-2 and the following apply.

ISO and IEC maintain terminological databases for use in standardization at the following addresses:

- ISO Online browsing platform: available at <https://www.iso.org/obp>
- IEC Electropedia: available at <https://www.electropedia.org/>

#### 3.1 agreement

mutual acknowledgment of terms and conditions under which a working relationship is conducted

EXAMPLE Contract, memorandum of agreement.

[SOURCE: ISO/IEC/IEEE 12207:2017]

### 3.2

#### **Basic profile**

profile targeted at VSEs developing a single product by a single work team

[SOURCE: ISO/IEC 29110-1-2:2023, modified]

### 3.3

#### **baseline**

formally approved version of a configuration item, regardless of media, formally designated and fixed at a specific time during the configuration item's life cycle

[SOURCE: ISO/IEC/IEEE 12207:2017]

### 3.4

#### **conditional task**

task that can be mandatory under some specified condition(s), can be optional under other specified conditions, and can be out of scope or not applicable under other specified conditions

Note 1 to entry: These are to be observed if the specified condition(s) apply.

[SOURCE: ISO/IEC 29110-1-2:2023]

### 3.5

#### **defect**

imperfection or deficiency in a work product where that work product does not meet its requirements or specifications and needs to be either repaired or replaced

[SOURCE: IEEE 1044:2009]

### 3.6

#### **deployment package**

##### **DP**

set of artefacts developed to facilitate the implementation of a set of practices, of the selected framework, in a very small entity

[SOURCE: ISO/IEC 29110-1-2:2023]

### 3.7

#### **Entry profile**

profile targeted at start-up VSEs (e.g., VSEs who started their operation less than three years) and/or at VSEs working on small projects (e.g., project size of less than six person-months)

[SOURCE: ISO/IEC 29110-1-2:2023]

### 3.8

#### **generic profile group**

profile group applicable to VSEs (very small entities) that do not develop critical systems or critical software and have typical situational factors

[SOURCE: ISO/IEC 29110-1-2:2023]

### 3.9

#### **profile**

set of one or more base standards and/or profiles, and where applicable, the identification of chosen classes, conforming subsets, option and parameters of those base standard, or standardized profiles necessary to accomplish a particular function

[SOURCE: ISO/IEC/TR 10000-1:1998, modified — “International Standardised Profiles” or “ISPs” have been replaced by “standardised profiles”]

### 3.10 project

endeavour with defined start and finish dates undertaken to create a product or service in accordance with specified resources and requirements

Note 1 to entry: A project is sometimes viewed as a unique process comprising coordinated and controlled activities and composed of activities from the Technical Management processes and Technical processes defined in this part of ISO/IEC 29110.

[SOURCE: ISO/IEC/IEEE 12207:2017, Note 1 to entry modified]

### 3.11 report

information item that describes the results of activities such as investigations, observations, assessments, or tests

[SOURCE: ISO/IEC/IEEE 15289:2019]

### 3.12 review

process or meeting during which a work product, or set of work products, is presented to project personnel, managers, users, customers, or other interested parties for comment or approval

[SOURCE: ISO/IEC 29110-1-2:2023]

### 3.13 requirement

statement that translates or expresses a need and its associated constraints and conditions

Note 1 to entry: A constraint is externally imposed limitation on the software, its design, or implementation or on the process used to develop or modify a software

Note 2 to entry: A condition is a measurable qualitative or quantitative attribute that is stipulated for a requirement and that indicates a circumstance or event under which a requirement applies

[SOURCE: Modified from ISO/IEC/IEEE 12207:2017]

### 3.14 safety critical product

Product whose failure or malfunction may result in death or serious injury to people, loss of or severe damage to equipment or property, or damage to the natural environment

[SOURCE: ISO/IEC 29110-1-2:2023]

### 3.15 small and medium-sized enterprise SME

enterprises with less than 250 persons employed

[SOURCE: OECD SME and Entrepreneurship Outlook; 2019]

### 3.16 software product

set of computer programs, procedures, and possibly associated documentation and data

[SOURCE: ISO/IEC/IEEE 12207:2017, modified, NOTE has been removed.]

### 3.17 task

requirement, recommendation, or permissible action, intended to contribute to the achievement of one or more outcomes of a process

[SOURCE: ISO/IEC/IEEE 12207:2017]

### 3.18

#### **validation**

confirmation, through the provision of objective evidence, that the requirements for a specific intended use or application have been fulfilled

Note 1 to entry: A system is able to accomplish its intended use, goals and objectives (i.e., meet stakeholder requirements) in the intended operational environment. The right system was built.

Note 2 to entry: In a life cycle context, validation involves the set of activities for gaining confidence that a system is able to accomplish its intended use, goals and objectives in an environment like the operational environment.

[SOURCE: ISO/IEC/IEEE 12207:2017]

### 3.19

#### **verification**

confirmation, through the provision of objective evidence, that specified requirements have been fulfilled

Note 1 to entry: Verification is a set of activities that compares a system or system element against the required characteristics. This includes, but is not limited to specified requirements, design, descriptions, and the system itself. The system was built right.

[SOURCE: ISO 9000:2015, modified, Note 1 to entry added]

### 3.20

#### **very small entity**

##### **VSE**

enterprise, an organisation, a department or a project having up to 25 people

[SOURCE: ISO/IEC 29110-1-2:2023]

### 3.21

#### **work product**

artefact produced by a process

EXAMPLE Project plan, requirements specification, design documentation, source code, test plan, test meeting minutes, schedules, budgets, and incident reports.

Note 1 to entry: A subset of the work products can be baselined to be used as the basis of further work and some will form the set of project deliverables.

[SOURCE: ISO/IEC 20246:2017]

## 4 Conventions and abbreviated terms

### 4.1 Introduction

Conventions for naming, diagramming, describing and defining profiles are defined in ISO/IEC 29110-2-1:2015.

### 4.2 Naming, diagramming and definition conventions

The following process structure description and notation are used to describe the processes.

**Process name** – process identifier, followed by its abbreviation in parenthesis “( )”.

**Process purpose** – high level objective of performing the process and the likely outcomes of effective implementation of the process.