Chartering Report

* **Group Number:** C1.007
* **Repository:** <https://github.com/FernandoTC18/Acme-ANS-D01>
* **Workgroup Members:**
  + Peter Philip Carter González – petcargon@alum.us.es
  + José Manuel García Rosa – josgarros@alum.us.es
  + Julián Romero Parejo – julrompar@alum.us.es
  + Samuel Tamayo Balogh – samtambal@alum.us.es
  + Fernando Triguero Caballo – fertricab@alum.us.es
* **Date:** 19/02/2025

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# Executive Summary

This document establishes the foundation for our workgroup, detailing recruitment, commitment, performance expectations, and policies for rewards, admonishments, and dismissals. It ensures a structured and professional approach to our collaboration. Through this document, we formalize our dedication to teamwork, accountability, and excellence in achieving our project objectives.

# Revision Table

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| |  |  |  | | --- | --- | --- | | Revision Number | Date | Description | | 1 | 18/02/2025 | Structuring of the document, introduction, recruitment and members details. | | 2 | 19/02/2025 | Commitment statement, performance indicators, reward and admonishment policies, dismissal conditions and signatures. | |  |  |

# Introduction

This chartering report provides a structured framework for our workgroup, defining its composition and objectives. It ensures that every member understands their responsibilities, the expectations set by the group, and the evaluation criteria used to assess performance. The document also establishes clear procedures for monitoring work progress, rewarding outstanding contributions, and addressing underperformance.

The report follows a structured format to maintain clarity and professionalism, beginning with an overview of the recruitment process, followed by detailed information about each member, their commitment to the project, and performance indicators that will guide our collaboration. Policies for rewards, admonishments, and potential dismissals are also outlined to ensure transparency and accountability within the group.

The last section of the document includes the signatures of all members, confirming their agreement with the outlined commitments and policies. By adhering to this charter, our team aims to foster a productive, disciplined, and result-oriented working environment.

# Workgroup Recruitment

The recruitment process was carried out through the subject recruitment forum on the ‘Enseñanza Virtual’ platform. The recruitment thread can be accessed [here](https://ev.us.es/webapps/discussionboard/do/message?action=list_messages&course_id=_89154_1&nav=discussion_board&conf_id=_426211_1&forum_id=_253523_1&message_id=_455768_1).

# Member Details

|  |  |  |  |
| --- | --- | --- | --- |
| **Surnames** | **Name** | **Email** | **Picture** |
| Carter González | Peter Philip | petcargon@alum.us.es |  |
| García Rosa | José Manuel | josgarros@alum.us.es | Un hombre en frente de agua  El contenido generado por IA puede ser incorrecto. |
| Romero Parejo | Julián | [julrompar@alum.us.es](mailto:julrompar@alum.us.es) | Imagen que contiene persona, interior, gabinete, niño  El contenido generado por IA puede ser incorrecto. |
| Tamayo Balogh | Samuel | samtambal@alum.us.es |  |
| Triguero Caballo | Fernando | fertricab@alum.us.es | Hombre sonriendo con lentes  El contenido generado por IA puede ser incorrecto. |

# Commitment Statement

We, the undersigned members of this workgroup, commit to collaborating effectively, understanding the syllabus and evaluation criteria, and striving to pass.

# Performance Indicators

* Work completed vs. planned tasks
  + **Performing Well**: Completing 100% of the mandatory tasks within the agreed deadlines and ensuring the quality meets or exceeds expectations.
  + **Performing Bad:** Completing less than 100% of the mandatory tasks within the agreed deadlines or producing work that requires significant revisions.
* Customer/lecturer rating
  + **Performing Well:** Receiving positive feedback and ratings from the customer or lecturer, indicating satisfaction with the deliverables.
  + **Performing Bad:** Receiving repeated negative feedback or low ratings due to poor quality work or unmet expectations.
* Adherence to deadlines
  + **Performing Well:** Consistently meeting deadlines without requiring frequent reminders.
  + **Performing Bad:** Frequently missing deadlines or requiring multiple reminders to complete assigned tasks.

# Reward Policy

Members who consistently perform well will receive formal recognition.

# Admonishment Policy

Underperforming members will receive warnings, and after 3 of them, dismissal will be considered.

# Dismissal Conditions

A member may be dismissed if:

* They receive 3 underperformance warnings.
* They repeatedly fail to meet deadlines.
* Their performance negatively impacts the group.
* Violation of the team policies.

# Signatures

Each member acknowledges and agrees to the terms by signing below:

|  |  |
| --- | --- |
| **Name** | **Signature** |
| Peter Philip Carter González |  |
| José Manuel García Rosa |  |
| Julián Romero Parejo | **Imagen que contiene Forma  El contenido generado por IA puede ser incorrecto.** |
| Samuel Tamayo Balogh |  |
| Fernando Triguero Caballo | **Forma  El contenido generado por IA puede ser incorrecto.** |