Meeting Minute openETCS WP2: Requirements 2013-04-12

Called up by: Sylvain Baro
Minutes by: Sylvain Baro.

Participants:

WP2, Sylvain Baro, Marc Behrens, Bernd Hekele, Baeliyos Jacob, Michael Jastram, Marielle Petit-Doche, Merlin Pokam, Uwe Steinke, Jan Welte

Meeting Time: from 11:30h to: 12:00h

Type of conference: Telco

Agenda and Discussion

1. MoM from Charleroi meeting

   - ETA today for the SSRS part [done]
   - Soon for the remainder, that will be issued by PF Jauquet (currently under review)

2. Update of the WP2 documents following this meeting is currently in progress

   - ETA next week for D2.6-D2.9

3. SSRS meeting will be held in Paris on the 24/04 of april.
   This meeting shall be attended by system engineers of the manufacturers, operators, and a safety expert identified by WP4

4. It was reminded that the documents issued by WP2 are important, because they provide the reference. Once the document will be updated, there will not anymore be reference to ßomeone said X during meeting Y": the reference will be the documents themselves.

5. The requirement document will be sent to formal review to one or two people from WP2 (independent from the author) + the other WP leaders. We will request them to send back one internally consistent review sheet (of course, they can delegate the work of reviewing. => This process is more restrictive than a fully open one, but it is compliant to the QA Plan and it doesn't seem too contradictory to the open source spirit.

6. The process of review (in general) was discussed. We agreed that the reviewer list can provide the "verification"part of the acceptance of the document. We also agreed that there should be an äpprobationëxternal from the author, in particular to settle the disagreements between reviewers and author. The approbation should not necessarily be the WP leader. More details about this should appear in the QA plan.

Notes