Complete the following SEMP sections for:   
**The DARPA Urban Challenge – See Canvas/Course Documents – Or other Project**

# Program Organization

## Work Allocation: Work Breakdown Structure (WBS)

Provide and describe a summary work breakdown structure to the tier 3 level that accomplishes the work identified in section 1. List the primary task completion criteria for each element. See supplemental data for MIL-STD-881 if unfamiliar with WBS. Just remember, product (deliverable) oriented, and only to level 3.

## Organization Structure and Overview

Provide a graphical organization chart. Provide a summary description of how the roles, responsibilities, and relationships among organizational members help achieve Program Mission and Objectives. Explain any differences compared with the WBS and how the program will ensure all work is efficiently accomplished. Include a responsibility assignment matrix that links the organizational breakdown structure (OBS) to the WBS using RACI.

## Role, Responsibility, Authority, Accountability

In the following subsections, describe each role (summary of what they do), specific responsibilities, specific authority, to whom they are accountable, and responsibilities for specific program results or deliverables. This collection of information can be described as a “charter”. These descriptions should be consistent with the allocation of tasks in the following sections and the WBS. WBS across the top, organization down the side, x’s (or p-primary, s-support) where the responsibilities lie.

### Program Leadership

Program Management, acquirer engagement, cost and schedule, etc.

### Technical Leadership

Chief Engineer or Chief Architect, Chief Systems Engineer, other function or product team leaders

### Teams and Functions

Integrated product and process development (IPPD) and/or function-based organization.

### Key Suppliers and Supplier Integration

“Acquisition” per the Handbook. Identify suppliers who are critical for program success and how they are integrated into the program SE execution.

### Associate organizations

If applicable, identify partners or other suppliers who deliver to a common acquirer on a specific project.

### Acquirer

“Supply” per the Handbook. Describe any execution-level involvement of acquirer organizations, such as working groups, integrated product or process teams.

### User

If different from acquirer identify their specific involvement in working groups, integrated product or process teams, evaluation (validation), etc.

## Organizational Integration

### Working Groups and Boards

Internal and external. These are used to integrate across organizational boundaries. Possible examples include: Interface Control Working Group, Test Working Group, Configuration Control Board; not all are required – think about what you need to manage and how it can be done.

### Technical Specialty Integration

#### Identification of Specialties

Identify and justify specific specialties that are needed, e.g., Safety, Reliability, Maintainability & Testability, Electromagnetics, Human-Systems Integration, System Security, etc. Note: typical engineering functions, e.g., electrical, mechanical, software, are not considered “specialty” for the reasons outlined in class.

#### Tasks of Technical Specialists

Describe common approaches across all specialties. Identify any unique efforts for each applicable specialty area. Consider program planning, application of specialty areas standards, requirements development, design guidance and design analysis, developmental testing, verification (both test and analysis), and any required operations, maintenance, or disposal support. This section is about the strategic approach to deploying specialties, not a process description section. The intent is not to duplicate information in sections 3.3 or 4, but to identify the roles of specialists being identified. This is especially important in a product-based organization structure.

#### Integrating Specialties

Describe how the specialists are organized and deployed, their specific roles, responsibilities, authority, accountability, and how they are integrated across the organization (vertically – a single specialty throughout the whole organization, and horizontally – all the specialties at a given level).