

NCS Implementation Task Team Charge – Version 5

Chair: Greg Jordan

Purpose:

The purpose of the *NCS Implementation Task Team* (ITT) is to explore methods for simplifying implementation of the *United States National CAD Standard*[®] (NCS) for all users.

Responsibilities:

The responsibilities listed here are the ones established for the formation of the task team. They are not to be considered a limit of responsibility. The *NCS Steering Committee* may at any time change, alter or add to this list. The task team's responsibilities listed are not the sole purview of the *NCS Implementation Task Team*. Some overlap of concern and responsibility will exist with other task teams. The appropriate task team chairmen should coordinate conversations regarding those overlap items and determine which team will forward recommendations.

- A. Evaluate the existing NCS as a whole and all its modules for readability, and the ease of use and understanding. Compare NCS components for inaccuracies and possible conflicts of content and intent. Develop a written report for the *NCS Steering Committee* as well as the task teams responsible outlining the needed action required to clarify each module.
- B. The main purpose of the *NCS Implementation Task Team* is to develop an "Implementation Guide" either for inclusion into the NCS or as a stand alone document. This document will outline the best course of action that adopters of the NCS should use in implementing the NCS as their CAD standard of choice. The document should be written in such a way as to not show preference for any one CAD software over another. Attention should be paid to the question as to how a facility owner or their consultant will use and implement the NCS.
- C. Review ballot submittals assigned to the task team by the *NCS Steering Committee* for need, proper form, and editorial mistakes or other correctable errors.

Deliverables:

- A. Recommendations regarding proposed changes to the existing NCS to help make it easily understood and implemented.
- B. Recommendations for proposed changes to eliminate excess text.
- C. Evaluations and recommendations for or against ballot submittals reviewed.
- D. Develop written report(s) regarding proposed changes to the existing NCS to help make it easily understood and implemented as outlines in responsibility "A" above.
- E. Develop an "Implementation Guide" to be published as a companion document or as a new module or an appendix to the NCS.
- F. Evaluate all ballot submittals assigned by the *NCS Steering Committee*.