



**Simulation Interoperability  
Standards Organization**

*"Simulation Interoperability & Reuse through Standards"*

# **SISO-TOR-[Insert Number]-DRAFT**

## **Terms of Reference for the Simulation and Wargaming Standing Study Group**

Version 1.0

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# Simulation Interoperability Standards Organization

## Terms of Reference for the Simulation and Wargaming Standing Study Group

### 1 Proponent Name(s) and Contact Information

This section identifies the key proponents and individuals who have agreed to participate as members of the Simulation and Wargaming (SIW-SSG-WARGAME) Standing Study Group.

Primary proponent(s):

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## 2 SISO Committee with Oversight

The SISO Committee with oversight of this group shall be:

1. SISO Standards Activity Committee.

## 3 Rationale

With the current focus on wargaming within the US DOD, other departments, and NATO, there is an interest in creating and exploring modern efforts of applying simulation and other digital tools to the traditionally analog process of wargaming. With its background in simulation, and the long history of combat modeling that is part of the Live-Virtual-Constructive tradition, it is appropriate that SISO be a sponsor organization for a standing study group to explore simulation and wargaming for the purpose of identifying best practices; models, methods and tools; and identifying areas where it may be appropriate to develop standards for/with the community.

This TOR changes the original study group to a standing study group to continue prior established objectives in their final report.

## 4 Tasks

### 4.1 Administrative Tasks

The group shall execute the following administrative tasks:

1. Operate in accordance with all applicable SISO administrative products.
2. A Group Lead shall be appointed by the SISO Committee establishing the Study Group. The Group Lead shall be a SISO member. If the Group Lead changes over the course of the study period, then group members shall identify a new Group Lead, make a recommendation to the SISO Committee with oversight to appoint the new Group Lead, and that SISO Committee shall appoint the new Group Lead.
3. Work directly with the SISO Committee providing oversight to ask questions, clarify process, coordinate products and supporting documentation, and to communicate.
4. Update and maintain information on the group webpage.
5. Maintain a group folder in SISO's Digital Library in which all historical files relevant to the group and relevant to the study-related products developed by the group are archived.

6. As much as possible, conduct discussions and business utilizing the group Discussion Forum and teleconferencing to minimize requirements for meeting space at Simulation Innovation Workshops.
7. Announce all formal meetings using the group Discussion Forum, document minutes of all formal meetings, and archive minutes, as well as all other materials presented at meetings, in the group folder in SISO's Digital Library. Formal meetings are meetings where official business is conducted (e.g., voting, decisions are made).
8. Announce all informal discussions using the group Discussion Forum. Following an informal discussion, summarize and post salient points using the group Discussion Forum.
9. Take advantage of alternate meeting opportunities at SISO affiliate- and sponsoring-organizations' venues in which group members also participate.
10. Become and remain cognizant of other organized efforts (both internal and external to SISO) that are addressing related/relevant standards and practices. Maintain liaison with those organizations for the purpose of expressing interest in their efforts and findings, potential collaborations, and in sharing the group's work.
11. Produce a Final Report and deliver to the SISO Committee with oversight.

## 4.2 Group-Specific Tasks

Based on the need discussed in the rationale section, the group shall execute these group-specific tasks.

1. Continue ongoing regular bi-weekly conference calls to discuss topics of interest to the group. During these meetings generate new tasking of specific topics of interest to the study group.
2. Continue the previously defined Online Survey begin execution.
3. Develop a taxonomy of wargaming.

## 5 Products

The Standing Study Group shall produce the following products:

1. Standing Study Group Annual Report. Due to the SISO Committee with oversight by September 1st of each year. The report shall be produced using the approved template.
2. Recommendations on standards development for the following items:
  - a) Wargame Event Process Model
  - b) Simulation Based Wargaming Taxonomy
  - c) Wargame Scenario Development Process
  - d) Simulation to Game Data Exchange Model

## 6 Performance Period

The performance period shall commence with approval of the Terms of Reference and continue until the Annual Report is delivered and a way ahead decided.

[Insert detailed schedule here]

The group shall update this schedule periodically and report slippages to the SISO Committee with oversight. The SISO Committee with oversight will consider inability to meet scheduled milestones as a reason to dissolve the group.