

## Business Rules for CMMI Focus Topics

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***Approved by CMMI SG August 22, 2007***

The CMMI Project has sought many ways to extend the understanding and adoption of CMMI. In addition to the Technical Reports (TRs) that document the CMMI Product Suite and that are approved and controlled by the CMMI Steering Group (CMMI Models, the Method Definition Document, and the Appraisal Requirements for CMMI document), Technical Notes (TNs) that provide additional focus to CMMI implementation relative to select topics have been produced over the life of the program. Such CMMI focus topics, initially called “extensions”, provide a means of augmenting the understanding and implementation of an area of interest, e.g. Acquisition or Development, with specialty practices for specific focus topics. Users are encouraged to add focus topic best practices to their organizational process improvement activities as appropriate, in order to address their specific business needs.

Below are business rules that will guide the Steering Group, the SEI, and the broader community in the development and use of potential focus topic TNs

1. CMMI Focus Topics are intended to provide additional guidance for the development of CMMI-based internal processes to include special organizational-driven focus topics within an area of interest, e.g. CMMI-DEV; CMMI-ACQ.
2. CMMI Focus Topics shall be documented as Technical Notes (TNs).
3. The CMMI Steering Group and its Sponsors shall be informed of the possible Focus Topic TN and its proposed development plan before work is begun on the TN by the SEI.
4. The SEI will publish the Focus Topic TNs after a suitable set of reviews have been completed and the comments have been dispositioned by the author team and accepted by the SEI. The Steering Group can assign specific reviewers for the document before release.
5. CMMI appraisals shall not include reference to CMMI Focus Topics as part of the appraisal ratings. Progress against CMMI Focus Topics can be included in appraisal findings for the purpose of identifying strengths and weaknesses.
6. CMMI Focus Topics shall adhere to the CMMI Architecture Document. The content of a CMMI Focus Topic shall be related to the area of interest within the purpose of the model(s) without damaging the content of the model for which it provides additional focus topic material.
7. CMMI Focus Topics should provide a “thread” through existing process areas to augment or highlight a specialty area of importance to an acquirer or developer rather than introducing new process areas or specific goals. If the CMMI Focus Topic cannot be accommodated within the existing structure of the models already resident within the CMMI Framework, then the intended work should be reviewed with the CMMI Steering Group as a candidate for a new area of interest within the terms of the CMMI CONOPS.