

X12N/TGA - Project Management Office Task Group

Purpose

The X12N Project Management Office Task Group (TGA) is a task group that reports to the X12N Subcommittee.

This group is responsible for:

- Overseeing the collection, prioritization and workflow management of change requests
- Monitoring the progress of each change
- Providing status reports for work requests both internal and external 4. Monitoring the insurance landscape including legislation and regulation.
- Ensuring coordination and communication among the X12N TGs
- Ensuring that due process is followed in the development of standards and technical reports.

Scope

The Task Group shall adhere to the applicable X12 Organization and Procedures Manual, Standing Documents and X12N procedures. The highest-level documents of X12 or X12N shall govern in the event of conflict.

The Task Group's responsibilities are to:

- Develop and maintain policies and procedures for the processing of change requests.
- Manage the ongoing change request process
- Coordinate ongoing improvements in X12N workflow processes
- Initiate work products of the appropriate X12N task group(s).
- Review, comment, advise, and work in partnership with other X12 Subcommittees on related issues as appropriate.
- Communicate the development and publication status of X12N work products.
- Prioritize requests and manage the scope of publication cycles.
- Consider and authorize changes to previously approved deliverable commitments.
- Coordinate the schedule of changes which impact multiple documents.
- Define and manage the required resources and tools

Document History

New versions of this document are effective on the approval date, unless otherwise designated.

| Date | Description |
|------------|-----------------------|
| 09/15/2017 | Converted to ASC90.01 |