GSTOP Timeline

ID	WBS		Task Name	Predecessors	Deliverable/What	Resources/Who
1	**1**		**Initiate the GSTOP Project**			**GTG Exec Comm**
2	1.1	▦	GSTOP Executive Committee Formed			IRWMT
3	1.2	▦	GSTOP Project Manager Identified			GTG Exec Comm
4	1.3		GSTOP Project Charter Approved		Project Charter	NWCG member agencies
5	1.4	▦	Secure GSTOP Project Funding			NWCG member agencies
6	**1.5**		**Identify GSTOP Project Team**		**Team Roster**	**GTG Exec Comm**
7	**1.5.1**		**Form the GSTOP Team**			**GTG Exec Comm**
8	1.5.1.1	▦	GSTOP Project Business Lead Identified			Project Mgr
9	1.5.1.2		Define and Assign Project Subteams and Leads			Project Mgr
10	1.5.1.3		Develop Project Team Operating Principles & Guidelines		Operating Principles Doc	Project Mgr
11	**1.5.1.4**		**Develop the GSTOP Project Management Plans**			**Project Mgr**
12	1.5.1.4.1		Review Charter and resolve any ambiguities/issues		Updated Charter	Project Mgr
13	1.5.1.4.2		Develop Intial Project Work Plan		Work Plan	Project Mgr
14	1.5.1.4.3	▦	Develop Intial Project Communication Plan		Communication Plan	Business Lead
15	1.5.1.4.4		Develop Intial Project Responsibility Matrix			
16	1.5.1.4.5		Develop Intial Project Resource Plan		Staffing Plan	
17	**1.5.1.5**		**Setup the project team's structures for communication**			**Business Lead**
18	1.5.1.5.1	🌐	Create GSTOP private team workspace		Accessible Workspace	Sean Triplett
19	1.5.1.5.2		Develop Project Status Report Template			
20	1.5.2		Executive Briefing		Executive Report	Project Mgr
21						

GSTOP Timeline

ID	WBS	ⓘ	Task Name	Predecessors	Deliverable/What	Resources/Who	
22	**2**		**GSTOP Requirements**	**20**		**GSTOP Team**	
23	**2.1**		**Incident GIS Standard Symbology Requirements**			**Symbol Subteam**	
24	**2.1.1**		**Establish Symbols Sub-Team business practices**				
25	**2.1.1.1**		**Develop a Symbol Sub-team Communication Plan**		**Communication Plan**	**Ken Bottle**	
26	2.1.1.1.1		Define ground-rules for Sub-Team (internal) communication				
27	2.1.1.1.2		Define ground-rules for communication between the Symbol Sub-Team and other GSTOP Sub-Teams				
28	2.1.1.1.3		Define ground rules for communication between the Sub-Team and entities outside of the GSTOP Project				
29	2.1.1.1.4		Establish a process and schedule for Sub-Team (internal) progress report updates				
30	2.1.1.1.5		Establish a process and schedule for Sub-Team progress report updates to the GSTOP Team				
31	**2.1.1.2**		**Establish Review Processes**		**Symbol Set Review Process**		
32	2.1.1.2.1		Establish a process for Sub-Team (internal) review of potential symbols				
33	2.1.1.2.2		Establish a process for Sub-Team (internal) review of the draft standard symbols				
34	2.1.1.2.3		Establish a process for peer reviews				
35	2.1.1.2.4		Establish a process for periodic GSTOP Team reviews				
36	2.1.1.2.5		Establish a process for reviewing the final report				
37	**2.1.1.3**		**Establish Change processes**		**Symbol Set Change Process**		
38	2.1.1.3.1		Establish a process for additions/deletions of potential symbols mid-stream through the Project				
39	2.1.1.3.2		Establish a change process for the additions/deletion of standard symbols after the final recommendation has been submitted and				
40	2.1.1.3.3		Establish a change process for the additions/deletion of standard symbols after the completion of the GSTOP project				
41	**2.1.2**		**Establish symbol evaluation methods**				
42	2.1.2.1		Define method for evaluating marker symbols				
43	2.1.2.2		Define method for evaluating line symbols				
44	2.1.2.3		Define method for evaluating fill symbols				
45	2.1.2.4		Conduct a final review of evaluation methods		Standard Symbol Evaluation Methodology		
46	**2.1.3**		**Define criteria for the acceptance of symbols as standards**				
47	2.1.3.1		Develop acceptance criteria for marker symbols				
48	2.1.3.2		Develop acceptance criteria for line symbols				

ID	WBS		Task Name	Predecessors	Deliverable/What	Resources/Who	ID
49	2.1.3.3		Develop acceptance criteria for fill symbols				
50	2.1.3.4		Conduct a final review of selection criteria		Standard Symbol Acceptance Criteria		
51	**2.1.4**		**Establish file format for symbols**				
52	2.1.4.1		Define acceptable formats of symbols for evaluation				
53	2.4.1.2		Define format of recommended standard symbols				
54	**2.1.5**		**Develop a list of symbols to be evaluated for acceptance as draft standards**				
55	2.1.5.1		Collect Fire mapping symbols from the Fireline Handbook		symbol image files		
56	2.1.5.2		Collect Fire mapping symbols suggestions from the 5 federal fire management agencies (FS, BLM, NPS, FWS, BIA) and state agencies via the NWCG Geospatial Task Group (GTG)		symbol image files		
57	2.1.5.3		Collect Fire mapping symbols from HSA (FEMA), FAA, and DOD		symbol image files		
58	2.1.5.4		Document potential sources for additional fire mapping symbols		List of data sources		
59	2.1.5.5		Compile symbols into a single potential symbol set		Set of potential standard symbols		
60	**2.1.6**		**Determine the draft standard marker symbols**				
61	2.1.6.1		Evaluate each potential marker symbol against the marker symbol selection criteria		Marker Symbol Evaluation Document		
62	2.1.6.2		Selection the draft standard marker symbols		Draft list of selected marker symbols	Symbol Subteam	
63	2.1.6.3		Conduct a completeness review of the draft standard marker symbols		Draft Standard Marker Symbols document	Symbol Subteam	
64	**2.1.7**		**Determine the draft standard line symbols**				
65	2.1.7.1		Evaluate each potential line symbol against the line symbol selection criteria		Line Symbol Evaluation Document		
66	2.1.7.2		Select the draft standard line symbols		Draft list of selected Line symbols	Symbol Subteam	
67	2.1.7.3		Conduct a completeness review of the draft standard line symbols		Draft Standard Line Symbols document	Symbol Subteam	
68	**2.1.8**		**Determine the draft standard fill symbols**				
69	2.1.8.1		Evaluate each potential fill symbol against the fill symbol selection criteria		Fill Symbol Evaluation Document		
70	2.1.8.2		Select the draft standard fill symbols		Draft list of selected fill symbols	Symbol Subteam	
71	2.1.8.3		Conduct a completeness review of the draft standard fill symbols		Draft Standard fill Symbols document	Symbol Subteam	
72	**2.1.9**		**Conduct initial peer review of the draft standard marker, line, and fill symbols**				

GSTOP Timeline

ID	WBS	ℹ	Task Name	Predecessors	Deliverable/What	Resources/Who	
73	2.1.9.1		Prepare draft standard symbols for initial peer review		Initial Peer Review Package		
74	2.1.9.2		Submit the draft standard symbols to the 5 federal fire management agencies and State agencies via the NWCG Geospatial Task Group		Submission Report		
75	2.1.9.3		Review feedback of initial peer review	74	Initial Peer Review Document		
76	2.1.9.4		Identify required changes to draft standard symbols based on the initial peer review feedback	75	List of required symbol changes		
77	2.1.9.5		Make required changes, as identified, to draft standard symbols	76	Initial updated Symbols list		
78	**2.1.10**		**Conduct final peer review of the draft standard marker, line and fill symbols**				
79	2.1.10.1		Prepare draft standard symbols for final peer review		Final Peer Review Package		
80	2.1.10.2		Submit the draft standard symbols to the 5 federal fire management agencies and State agencies via the NWCG Geospatial Task Group (GTG); and to the HSA (FEMA), FAA, DOD, and GSTOP Team for peer review		Submission Report		
81	2.1.10.3		Review feedback of the final peer review		Final Peer Review Document		
82	2.1.10.4		Identify required changes to draft standard symbols based on the final peer review feedback		List of required symbol changes		
83	2.1.10.5		Make required changes, as identified, to draft standard symbols		final updated symbols list		
84	2.1.10.6		Ratify the final draft standard symbols		Final Draft Standard Symbols List	Symbol Subteam	
85	**2.1.11**		**Finalize recommendation of standard Fire Mapping symbols**				
86	2.1.11.1		Create a report recommending the adoption of the draft standard symbc		Recommendation Report		
87	2.1.11.2		Conduct a review of the report		Finalized Recommendation Report	Symbol Subteam	
88	2.1.11.3		Submit the report to GSTOP-PM		Report Submission		

GSTOP Timeline

ID	WBS		Task Name	Predecessors	Deliverable/What	Resources/Who	ID
89	**2.2**		**Incident GIS Standard Naming Conventions Requirements**				
90	**2.2.1**		**Define Information Needs (What do we need to gather?)**				
91	2.2.1.1		Set objectives for work plan		document		
92	2.2.1.2		Define ground rules for sub team		document		
93	2.2.1.3		Define common ground with other sub teams		communications agreement		
94	**2.2.2**		**Collect Information**				
95	2.2.2.1		Collect existing naming and filing conventions from GIST's attached to IM		physical examples		
96	**2.2.3**		**Conduct Analysis**	**95**			
97	2.2.3.1		Review strengths & weaknesses of existing methodologies		shared		
98	2.2.3.2		Resolve overlap and conflicts	97			
99	**2.2.4**		**Develop Preliminary Requirements Specifications**	**98**			
100	2.2.4.1		Draft naming convention guidelines				
101	2.2.4.2		Draft directory structure guidelines	100			
102	**2.2.5**		**Requirements Review and Validation**	**101**			
103	2.2.5.1		Post draft guidelines for inter team review				
104	2.2.5.2		Edit draft guidelines based on input				
105	2.2.5.3		Post draft guidelines for external review				
106	2.2.5.4		Edit draft guidelines based on input				
107	**2.2.6**		**Prepare Sample Documents**				
108	2.2.6.1		Prepare Naming conventions				
109	2.2.6.2		Develop Directory structure				
110	2.2.6.3		Prepare Methods of work				
111	**2.2.7**		**Sample Documents Review and Validation**				
112	2.2.7.1		Post sample documents for inter team review				
113	2.2.7.2		Edit sample documents based on input				
114	2.2.7.3		Post sample documents for external review				
115	2.2.7.4		Edit sample documents based on input				

GSTOP Timeline

ID	WBS	ⓘ	Task Name	Predecessors	Deliverable/What	Resources/Who	
116	**2.3**		**Incident GIS Standard Product Definitions Requirements**				
117	**2.3.1**		**Define Information Needs (What do we need to gather?)**				
118	2.3.1.1		Develop Standard Products Matrix to compare many versions of standard products. (GIST Draft Taskbook/GIST Course Workbook/PNWCG Product Objectives)				
119	2.3.1.2		Acquire DPRO Standards and incorporate into above matrix.	118			
120	2.3.1.3		Need group assistance – there are no members who volunteered for this subgroup. It will need the participation of everyone to work.	119			
121	2.3.1.4		Provide a final package of Standard Products including definitions and examples.	120			
122	**2.3.2**		**Collect Information**				
123	2.3.2.1		Definitions exist in the National Training course workbook for GIST. PNWCG has also created some standard definitions. Compile these into a list for group to review. Cite source.				
124	2.3.2.2		Review DPRO product definitions and compare to existing definitions for GIST.	123			
125	2.3.2.3		Collect examples of standard products.	124			
126	**2.3.3**		**Conduct Analysis**	**125**			
127	2.3.3.1		Review existing standards definitions (GIST course/PNWCG/DPRO)				
128	2.3.3.2		Identify discrepancies between groups defining standard and bring these to the larger group for discussion and resolution. There may be specific reasons for discrepancies (Fire Use vs. Type 1) so these should be highlighted for the preliminary package.	127			
129	**2.3.4**		**Develop Preliminary Requirements Specifications**	**128**			
130	2.3.4.1		Provide a package of products definitions and samples for group review (GIST/SITL review?)				
131	2.3.4.2		Find a storage location for GSTOP group review (NIFC site?)	130			
132	**2.3.5**		**Review and Validate Requirements**	**131**			
133	2.3.5.1		Decide upon method of acceptance/rejection/modification				
134	2.3.5.2		Decide who to get feedback from (GIST 1st, then SITL/PLSC/others?)				
135	2.3.5.3		Incorporate feedback into final package of definitions & samples				
136	2.3.5.4		Find a permanent storage location for this package? National clearinghouse?				

GSTOP Timeline

ID	WBS	ⓘ	Task Name	Predecessors	Deliverable/What	Resources/Who
137	**2.4**		**Incident GIST Minimum Qualifications Requirements**			
138	**2.4.1**		**Establish Min GIST qualifications/GIS expectations Sub-Team business practices**			
139	**2.4.1.1**		**Develop a Symbol Sub-team Communication Plan**			
140	2.4.1.1.1		Define ground-rules for Sub-Team (internal) communication			
141	2.4.1.1.2		Define ground-rules for communication between the Min GIST qualifications/GIS expectations Sub-Team and other GSTOP Sub-Teams			
142	2.4.1.1.3		Define ground rules for communication between the Sub-Team and entities outside of the GSTOP Project			
143	2.4.1.1.4		Establish a process and schedule for Sub-Team (internal) progress report updates			
144	2.4.1.1.5		Establish a process and schedule for Sub-Team progress report updates to the GSTOP Team			
145	**2.4.1.2**		**Establish Review Processes**			
146	2.4.1.2.1		Establish a process for Sub-Team (internal) review of potential minimum GIST qualifications/GIS expectations			
147	2.4.1.2.2		Establish a process for Sub-Team (internal) review of the draft minimum GIST qualifications/GIS expectations			
148	2.4.1.2.3		Establish a process for peer reviews			
149	2.4.1.2.4		Establish a process for periodic GSTOP Team reviews			
150	2.4.1.2.5		Establish a process for reviewing the final report			
151	**2.4.1.3**		**Establish Change processes**		**Change Process for Minimum GIST**	
152	2.4.1.3.1		Establish a process for additions/deletions of potential minimum GIST qualifications/GIS expectations mid-stream through the			
153	2.4.1.3.2		Establish a change process for the additions/deletion of minimum GIST qualifications/GIS expectations after the final recommendation has been submitted and prior to completion of the			
154	2.4.1.3.3		Establish a change process for the additions/deletion of minimum GIST qualifications/GIS expectations after the completion of the GSTOP project			
155	**2.4.2**		**Establish evaluation methods for minimum GIST qualifications/GIS expectations**		**Evaluation Methodology for Minimum GIST Qualifications/GIS**	
156	2.4.2.1		Define method for evaluating minimum GIST qualifications/GIS expectations			
157	2.4.2.2		Conduct a final review of evaluation methods			
158	**2.4.3**		**Define criteria for the acceptance of minimum GIST qualifications/GIS expectations**		**Acceptance Criteria Set**	

ID	WBS	ℹ	Task Name	Predecessors	Deliverable/What	Resources/Who	ID
159	2.4.3.1		Develop acceptance criteria for minimum GIST qualifications/GIS expectations				
160	2.4.3.2		Conduct a final review of selection criteria				
161	**2.4.4**		**Collect Information on minimum GIST qualifications and minimum GIS expectations on an incident**				
162	2.4.4.1		Gather documents and references (including white papers, memos, After Action Reviews)		electronic format of original documents in folder on	GTAG,Firescope,NWCG Agency Guidelines	
163	2.4.4.2		Scan or translate paper documents to electronic format		electronic documents with quotes and bibliographic	books,media (including internet and magazines)	
164	2.4.4.3		Research current GIST/GIS standards		electronic format of original documents	FEMA,GACC guidelines,NWCG Agency	
165	**2.4.5**		**Develop a list of GIST qualifications to be evaluated for acceptance as draft minimum standards**				
166	2.4.5.1		Compare the current GIST standards		matrix of similarities		
167	2.4.5.2		Compile the GIST qualifications into a single list of potential minimum GIST qualifications		list of minimum GIST qualifications for evaluation		
168	2.4.5.3		Compile a list of GIST qualifications which are deemed to be beyond the minimum for future reference		list of other GIST qualifications (wish list)		
169	**2.4.6**		**Develop a list of GIS expectations to be evaluated for acceptance as draft minimum standards**				
170	2.4.6.1		Compare any current GIS expectation standards		matrix of similarities		
171	2.4.6.2		Compile the GIS expectations into a list of potential minimum GIS expectations on an incident		list of minimum GIS expectations for evaluation		
172	2.4.6.3		Compile a list of GIST qualifications which are deemed to be beyond the minimum for future reference		list of other GIS expectations (wish list)		
173	**2.4.7**		**Determine the draft standard minimum GIST qualifications**		**Draft of minimum GIST qualifications standard**		
174	2.4.7.1		Evaluate each potential minimum GIST qualification using the evaluation methods in 2.4.2		GIST qualifications evaluation document		
175	2.4.7.2		Select the minimum GIST qualifications		Draft list of minimum GIST qualifications		
176	2.4.7.3		Conduct a completeness review of the draft minimum GIST qualifications		Draft standard of the minimum GIST qualifications		
177	**2.4.8**		**Determine the draft standard minimum GIS expectations**		**Draft of minimum GIS expectations standard**		
178	2.4.8.1		Evaluate each potential minimum GIS expectation using the evaluation methods in 2.4.2		GIS expectations evaluation document		
179	2.4.8.2		Select the minimum GIS expectations		Draft list of minimum GIS expectations		
180	2.4.8.3		Conduct a completeness review of the draft minimum GIS expectations		Draft standard of the minimum GIS expectations		

ID	WBS	ℹ	Task Name	Predecessors	Deliverable/What	Resources/Who	ID
181	**2.4.9**		**Conduct internal review of draft standard minimum GIST qualifications and GIS expectations**				
182	2.4.9.1		Prepare draft standard minimum GIST qualifications and GIS expectations, including acceptance criteria		Initial peer review package		
183	2.4.9.2		Post draft standard to DisasterHelp website and notify GSTOP team for group review		Location posted, review team notified		
184	2.4.9.3		Provide data location and review process to internal group		Review report		
185	2.4.9.4		Review feedback of initial peer review		Initial peer review document		
186	2.4.9.5		Identify required changes to draft standard based on the initial peer review feedback		List of required changes		
187	2.4.9.6		Make required changes, as identified, to draft standard		Initial updated draft standard minimum GIST qualifications and GIS expectations		
188	**2.4.10**		**Conduct final peer review of the draft standard minimum GIST qualifications and GIS expectations**			**Victoria Smith**	
189	2.4.10.1		Prepare survey or questionnaire to accompany draft standards for final peer review.		Final Peer Review Questionnaire or survey		
190	2.4.10.2		Prepare draft standard minimum GIST Qualification/GIST expectations for final peer review, including the survey or questionnaire		Final Peer Review Package		
191	2.4.10.3		Submit the draft expectations to the 5 federal fire management agencies and State agencies via the NWCG Geospatial Task Group (GTG); and to the HSA (FEMA), FAA, DOD, and GSTOP Team for peer		Submission Report		
192	2.4.10.4		Review feedback of the final peer review, including questionnaire or survey		Final Peer Review Document		
193	2.4.10.5		Identify required changes to draft standard minimum GIST qualifications/GIS expectations based on the final peer review		List of required changes		
194	2.4.10.6		Make required changes, as identified, to draft minimum GIST qualifications/GIS expectations symbols		final updated list of minimum GIST qualifications and GIS		
195	2.4.10.7		Ratify the final draft standard minimum GIST qualifications/GIS expectations		Final Draft Standard Minimum GIST Qualifications/GIS		
196	**2.4.11**		**Finalize recommendation of standard Minimum GIST Qualifications and Minimum GIS Expectations on an Incident**				
197	2.4.11.1		Create a report recommending the adoption of the draft minimum GIST Qualifications/GIS Expectations		Recommendation Report		
198	2.4.11.2		Conduct a review of the report for completeness, accuracy, language, and grammar		Finalized Recommendation Report		
199	2.4.11.3		Submit the report to GSTOP-PM		Report Submission		

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200	**2.5**		**Incident GIS Minimum Essential Datasets Requirements**			
201	**2.5.1**		**Establish MED Sub-Team business practices**			
202	**2.5.1.1**		**Develop a MED Sub-team Communication Plan**		**Communication Plan Document**	
203	**2.5.1.1.1**		**Define ground-rules for Sub-Team (internal) communication**		**Write Up**	
204	2.5.1.1.1.1		Define ground-rules for communication between the MED Sub-Team and other GSTOP Sub-Teams		Write Up	
205	2.5.1.1.1.2		Define ground rules for communication between the Sub-Team and entities outside of the GSTOP Project	204	Write Up	
206	2.5.1.1.1.3		Establish a process and schedule for Sub-Team (internal) progress report updates	205	Write Up	
207	2.5.1.1.1.4		Establish a process and schedule for Sub-Team progress report updates to the GSTOP Team	206	Write Up	
208	2.5.1.1.1.5		Establish Review Processes	207	Review Process Document	
209	2.5.1.1.1.6		Establish a process for Sub-Team (internal) review of potential MEDs	208	Write Up	
210	2.5.1.1.1.7		Establish a process for Sub-Team (internal) review of the draft standard MEDs	209	Write Up	
211	**2.5.1.1.2**		**Establish a process for peer reviews**	**210**	**Write Up**	
212	2.5.1.1.2.1		Establish a process for periodic GSTOP Team reviews		Write Up	
213	2.5.1.1.2.2		Establish a process for reviewing the final report	212	Write Up	
214	**2.5.1.1.3**		**Establish Change processes**	**213**	**Change Process Document**	
215	2.5.1.1.3.1		Establish a process for additions/deletions of potential MEDs mid-stream through the Project		Write Up	
216	2.5.1.1.3.2		Establish a change process for the additions/deletion of standard MEDs after the final recommendation has been	215	Write Up	
217	**2.5.1.1.4**		**Establish a change process for the additions/deletion of standard MEDs after the final recommendation has**	**216**	**Write Up**	
218	2.5.1.1.4.1		Establish MED evaluation methods		Evaluation Methodology Document	
219	2.5.1.1.5		Define method for evaluating marker MEDs	218	Write Up	
220	2.5.1.1.6		Define method for evaluating line MEDs		Write Up	
221	**2.5.2**		**Define method for evaluating fill MEDs**		**Write Up**	
222	**2.5.2.1**		**Conduct a final review of evaluation methods**		**Write Up**	
223	2.5.2.1.1		Define criteria for the acceptance of MEDs as standards		Acceptance Criteria Document	
224	2.5.2.1.2		Develop acceptance criteria for marker MEDs		Write Up	
225	2.5.2.1.3		Develop acceptance criteria for line MEDs		Write Up	

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226	**2.5.2.2**		**Develop acceptance criteria for fill MEDs**		**Write Up**		
227	2.5.2.2.1		Conduct a final review of selection criteria		Write Up		
228	**2.5.2.3**		**Develop a list of MEDs to be evaluated for acceptance as draft standards**				
229	2.5.2.3.1		Collect Fire mapping MEDs from the 5 federal fire management agencies (FS, BLM, NPS, FWS, BIA), state agencies, and USGS via the NWCG Geospatial Task Group (GTG)		MED image files		
230	**2.5.2.4**		**Collect Fire mapping MEDs from DHS (FEMA), FAA, and DOD**		**MED image files**		
231	2.5.2.4.1		Document potential sources for additional fire mapping MEDs		List of data sources		
232	2.5.2.5		Compile MEDs into a single potential MED set	231	Set of potential standard MEDs		
233	**2.5.3**		**Determine the draft standard Raster MEDs**				
234	**2.5.3.1**		**Evaluate each potential marker MED against the marker MED selection criteria**		**MED Evaluation Document**		
235	2.5.3.1.1		Sub-Team selection of the draft standard marker MEDs		Draft list of selected MEDs		
236	2.5.3.1.2		Conduct a Sub-team completeness review of the draft standard marker MEDs		Draft Standard Marker MEDs Document		
237	2.5.3.1.3		Determine the draft standard Vector MEDs				
238	2.5.3.2		Evaluate each potential line MED against the line MED selection criteria		MED Evaluation Document		
239	**2.5.3.3**		**Sub-Team selection of the draft standard line MEDs**		**Draft list of selected MEDs**		
240	2.5.3.3.1		Conduct a Sub-team completeness review of the draft standard line MEDs		Draft Standard Line MEDs Document		
241	2.5.3.4		Determine the draft standard Point MEDs				
242	2.5.3.5		Evaluate each potential fill MED against the fill MED selection criteria		MED Evaluation Document		
243	2.5.3.6		Sub-Team selection of the draft standard fill MEDs		Draft list of selected MEDs		
244	**2.5.4**		**Conduct a Sub-team completeness review of the draft standard fill**		**Draft Standard Fill MEDs Docu**	**BLM publication shop**	
245	2.5.4.1		Conduct initial peer review of the draft standard marker, line, and fill MEDs			GSTOP Team	
246	2.5.4.2		Prepare draft standard MEDs for initial peer review		Initial Peer Review Package		
247	2.5.4.3		Submit the draft standard MEDs to the 5 federal fire management agencies, State agencies, and USGS via the NWCG Geospatial Task Group (GTG); and to DHS (FEMA), FAA, DOD, and GSTOP Team for peer review		Submission Report		
248	2.5.4.4		Review feedback of initial peer review		Initial Peer Review Document		
249	**2.5.5**		**Identify required changes to draft standard MEDs based on the initial peer review feedback**		**List of required MED changes**		
250	**2.5.5.1**		**Make required changes, as identified, to draft standard MEDs**		**Initial updated MEDs list**		

GSTOP Timeline

ID	WBS		Task Name	Predecessors	Deliverable/What	Resources/Who
251	2.5.5.1.1		Conduct final peer review of the draft standard marker, line, and fill MEDs			NWCG Training Team
252	2.5.5.1.2		Prepare draft standard MEDs for final peer review		Final Peer Review Package	Victoria Smith,Deb Epps
253	**2.5.5.2**		**Submit the draft standard MEDs to the 5 federal fire management agencies and State agencies via the NWCG Geospatial Task Group (GTG); and to the HSA (FEMA), FAA, DOD, and GSTOP Team for peer review**		**Submission Report**	**subteam(s)**
254	2.5.5.2.1		Review feedback of the final peer review		Final Peer Review Document	subteam(s)
255	2.5.5.2.2		Identify required changes to draft standard MEDs based on the final peer review feedback		List of required MED changes	subteam(s)
256	2.5.5.2.3		Make required changes, as identified, to draft standard MEDs		final updated MEDs list	subteam(s)
257	2.5.5.2.4		Ratification of the final draft standard MEDs by the Sub-Team		Final Draft Standard MEDs List	
258	**2.5.5.3**		**Finalize recommendation of standard Fire Mapping MEDs**			
259	2.5.5.3.1		Create a report recommending the adoption of the draft standard MEDs		Recommendation Report	GSTOP Team
260	2.5.5.3.2		Conduct a Sub-Team review of the report		Finalized Recommendation Report	
261	2.5.5.3.3		Submit the report to GSTOP-PM		Report Submission	
262	2.5.5.3.4		Review and Validate draft SOP's for completeness			GSTOP Team,GTG,GTAG,Reviewers
263	2.5.5.3.5		Review and Validate draft SOP's for GIS content			GSTOP Team,GTAG,Reviewers
264	2.5.5.3.6		Consolidate reviewers' inputs			
265	2.5.5.3.7		Evaluate Feedback for inclusion in SOP revision			GSTOP Team,Independent Re
266	2.5.5.3.8		Incorporate accepted feedback from reviewers		Revised Draft SOPs	subteam(s)
267	**2.5.5.4**		**Agencies' review of Draft SOPs**			**all concerned/impacted parties**
268	2.5.5.4.1		Create a cover letter and response process		cover letter	
269	2.5.5.4.2		Review and Validate draft SOP's			NWCG member agencies
270	2.5.5.4.3		Evaluate Feedback for inclusion in SOP revision			
271	2.5.5.4.4		Incorporate Feedback from reviewers			
272	2.5.5.5		Develop GSTOP Change Management Plan			
273	2.5.5.6		Review GSTOP Change Management Plan			GTG Exec Comm
274	2.5.5.7		PRELIMINARY GIS SOP's READY FOR FIELD TESTING			

ID	WBS	ℹ	Task Name	Predecessors	Deliverable/What	Resources/Who
275	**2.6**		**Incident GIS Standard Data Sharing and Archiving Standards (02-08-2005)**			
276	2.6.1		Define Information Needs (What do we need to gather?)			
277	2.6.2		Compile existing archiving standards in use (e.g. data format, transfer mode)		GTG standards committee,Mary Kwart	
278	2.6.3		Identify how archiving is done at present time by ICS, military, other incident responders, project-management		Internet Search,Military,etc.,survey	
279	2.6.4		Gather NARA, Records Management requirements (review policies, lawsuits) e.g. physical location, acceptable media, supporting documentation		Business Lead,FGDC,NARA,agency guidance	
280	2.6.5		Determine the least common denominator (shapefile) or possibility of multiple formats			
281	**2.6.6**		**Collect Information**			
282	2.6.6.1		Conduct literature review			FGDC,GeoMAC,NPS I&M,NPS
283	**2.6.7**		**Conduct Analysis**			
284	2.6.7.1		Compile, Synthesize requirements			
285	**2.6.8**		**Develop Preliminary Requirements Specifications**			
286	2.6.8.1		Proposal of SOP		Sub-Team	
287	**2.6.9**		**Review and Validate Requirements**			
288	2.6.9.1		Sub-Team Review of SOP		Sub-Team	
289	2.6.9.2		Revise, Edit Proposed SOP		Sub-Team	
290	2.6.9.3		Submit to Project Manager for Team Review			

GSTOP Timeline

ID	WBS	ℹ	Task Name	Predecessors	Deliverable/What	Resources/Who
291	**2.7**		**Incident GIS Standard Documentation and Archiving**			
292	**2.7.1**		**Incident GIS Standard Documentation and Archiving Procedures**			
293	2.7.1.1		Identify hierarchy of archive needs (incident, land unit, agency, NARA)			
294	2.7.1.2		Compile procedures currently in use			
295	2.7.1.3		Identify if existing procedures in use "somewhere out there" may be acceptable (e.g. NARA)			
296	**2.7.1.4**		**Collect Information**			
297	2.7.1.4.1		Identify test procedures for documentation and archiving			
298	**2.7.1.5**		**Conduct Analysis**			
299	2.7.1.5.1		Test and identify strengths/weaknesses of existing procedures			
300	**2.7.1.6**		**Develop Preliminary Requirements Specifications**			
301	2.7.1.6.1		Prepare recommendations			
302	2.7.1.6.2		Review and Validate Requirements			
303						
304	**2.8**		**Incident GIS Transition Procedures**			
305	**2.8.1**		**Define Information Needs (What do we need to gather?)**			
306	2.8.1.1		Determine "universe" of transitions: (team to team); (team to unit); (team to archive)		Business Lead,FGDC,NARA,agency guidance	
307	2.8.1.2		Compile procedures currently in use		Other "team" environs (e.g. military),survey? Mary Kwart?	
308	2.8.1.3		Identify if existing procedures in use "somewhere out there" may be acceptable (e.g. NARA)		Sub-Team	
309	**2.8.2**		**Evaluate Procedures**			
310	2.8.2.1		Identify test procedures for documentation and archiving		Sub-Team	
311	**2.8.3**		**Conduct Analysis**			
312	2.8.3.1		Test and identify strengths/weaknesses of existing procedures		Sub-Team,field teams	
313	**2.8.4**		**Develop Preliminary Requirements Specifications**			
314	2.8.4.1		Prepare recommendations			
315	**2.8.5**		**Review and Validate Requirements**			
316	2.8.5.1		Sub-Team Review of SOP		Sub-Team	
317	2.8.5.2		Revise, Edit Proposed SOP		Sub-Team	
318	**2.8.6**		**Submit to Project Manager for Team Review**			

GSTOP Timeline

ID	WBS	ⓘ	Task Name	Predecessors	Deliverable/What	Resources/Who
319						
320						
321	3		**Draft Incident GIS SOPs (>>chk for somewhat Incorporated into WBS 1)**			**GSTOP Team**
322	3.1		Develop template for GIS SOPs for all Subgroups		Template SOP	
323	3.2		Define Information Needs (What do we need to gather?)			
324	3.3		Collect Information			
325	3.4		Conduct Analysis			
326	3.5		Develop Preliminary SOP's			
327	3.6		Review and Validate draft SOP's			
328	3.7		Incorporate Feedback from reviewers			
329	3.8		Develop GSTOP Change Management Plan			
330	3.9		Review GSTOP Change Management Plan			
331	3.10		PRELIMINARY GIS SOP's READY FOR FIELD TESTING			
332						
333	4		**Incident GIS SOPs Field Test**			**IMT Teams**
334	4.1		Develop Quality Assurance and Field Test Plan			Subteam Lead
335	4.2		develop questionnaire			
336	4.3		Execute Quality Assurance and Field Test Plan			
337	4.4		collect written/survey results from the field test			
338	4.5		conduct interviews with GISTs to measure success of Draft SOPs			
339	4.6		conduct interviews with SIT Unit Leaders to measure success of Draft SOPs			
340	4.7		Analyze Quality Assurance and Field Test Plan Results			
341	4.8		Ensure requirements are reviewed and tested by business community			
342						
343	5		**Final Incident GIS SOPs**	22		**GSTOP Team**
344	5.1		Analyze feedback on Incident GIS SOPs			
345	5.2		Update and finalize Incident GIS SOPs			
346	5.3		Deliver Final Incident GIS SOPs to Executive Committee			
347	5.4		Deliver Final Incident GIS SOPs to Incident Based Automation Project			
348						

GSTOP Timeline

ID	WBS		Task Name	Predecessors	Deliverable/What	Resources/Who
349	**6**		**GSTOP Project Management**			
350	**6.1**		**Project Charter Milestones**			
351	6.1.1	▣	MS1: Requirements for GIS SOPs are developed		progress report, project/communication plan	Project Mgr,GSTOP Exec Comm
352	6.1.2	▣	MS2: Draft SOPs are produced		draft SOPs	Project Mgr,Business Lead
353	6.1.3	▣	MS3: Requirements are reviewed and tested by business community		buiness community issues document	Business Lead,business community,Project Mgr
354	6.1.4	▣	MS5: GIS SOPs are finalized		final GIS SOPs	Project Mgr,GSTOP Exec Comm
355	6.1.5	▣	MS6: Draft recommendation for SOP implementation		GIS SOP Implementation Recommendations	GSTOP Team,GSTOP Exec Comm
356	**6.2**		**Manage GSTOP Project**			
357	6.2.1		Implement GSTOP Project Communication Plan			Business Lead
358	**6.2.2**		**Conduct Periodic Team Meetings**			**Project Mgr**
359	6.2.2.1	▦	Conduct January Team Meeting (Portland)			GSTOP Team,Project Mgr
360	6.2.2.2	▦	Conduct May Team Meeting (Denver)			GSTOP Team,Project Mgr
361	**6.3**		**Closeout GSTOP Project**			**GTG Exec Comm**
362	6.3.1		Prepare GSTOP Team Recommendations			
363	6.3.2		Document Lessons Learned			
364	6.3.3	▦	GSTOP PROJECT TEAM RELEASED			

GSTOP Timeline

ID	WBS		Task Name	Plan Start	Plan Finish	Actual Start	Actual Finish
1	**1**		**Initiate the GSTOP Project**	**Wed 10/20/04**	**Tue 3/15/05**	**NA**	**NA**
2	1.1	▦	GSTOP Executive Committee Formed	Wed 12/1/04	Wed 12/8/04	NA	NA
3	1.2	▦	GSTOP Project Manager Identified	Wed 10/20/04	Wed 10/20/04	NA	NA
4	1.3		GSTOP Project Charter Approved	Wed 10/20/04	Wed 12/1/04	NA	NA
5	1.4	▦	Secure GSTOP Project Funding	Wed 12/1/04	Fri 3/4/05	NA	NA
6	**1.5**		**Identify GSTOP Project Team**	**Wed 10/20/04**	**Tue 3/15/05**	**NA**	**NA**
7	**1.5.1**		**Form the GSTOP Team**	**Wed 10/20/04**	**Tue 3/15/05**	**NA**	**NA**
8	1.5.1.1	▦	GSTOP Project Business Lead Identified	Wed 12/15/04	Mon 1/24/05	NA	NA
9	1.5.1.2		Define and Assign Project Subteams and Leads	Wed 10/20/04	Tue 10/26/04	NA	NA
10	1.5.1.3		Develop Project Team Operating Principles & Guidelines	Wed 10/20/04	Tue 10/26/04	NA	NA
11	**1.5.1.4**		**Develop the GSTOP Project Management Plans**	**Wed 10/20/04**	**Tue 3/15/05**	**NA**	**NA**
12	1.5.1.4.1		Review Charter and resolve any ambiguities/issues	Wed 10/20/04	Wed 12/29/04	NA	NA
13	1.5.1.4.2		Develop Intial Project Work Plan	Wed 10/20/04	Tue 12/28/04	NA	NA
14	1.5.1.4.3	▦	Develop Intial Project Communication Plan	Mon 12/6/04	Tue 3/15/05	NA	NA
15	1.5.1.4.4		Develop Intial Project Responsibility Matrix	Wed 10/20/04	Wed 10/20/04	NA	NA
16	1.5.1.4.5		Develop Intial Project Resource Plan	Wed 10/20/04	Wed 12/1/04	NA	NA
17	**1.5.1.5**		**Setup the project team's structures for communication**	**Wed 10/20/04**	**Thu 12/16/04**	**NA**	**NA**
18	1.5.1.5.1	🌐	Create GSTOP private team workspace	Wed 10/20/04	Wed 10/20/04	NA	NA
19	1.5.1.5.2		Develop Project Status Report Template	Wed 10/20/04	Thu 12/16/04	NA	NA
20	1.5.2		Executive Briefing	Wed 10/20/04	Wed 10/20/04	NA	NA
21							

GSTOP Timeline

ID	WBS		Task Name	Plan Start	Plan Finish	Actual Start	Actual Finish
22	**2**		**GSTOP Requirements**	**Wed 10/20/04**	**Fri 11/5/04**	**NA**	**NA**
23	**2.1**		**Incident GIS Standard Symbology Requirements**	**Wed 10/20/04**	**Mon 10/25/04**	**NA**	**NA**
24	**2.1.1**		**Establish Symbols Sub-Team business practices**	**Wed 10/20/04**	**Wed 10/20/04**	**NA**	**NA**
25	**2.1.1.1**		**Develop a Symbol Sub-team Communication Plan**	**Wed 10/20/04**	**Wed 10/20/04**	**NA**	**NA**
26	2.1.1.1.1		Define ground-rules for Sub-Team (internal) communication	Wed 10/20/04	Wed 10/20/04	NA	NA
27	2.1.1.1.2		Define ground-rules for communication between the Symbol Sub-Team and other GSTOP Sub-Teams	Wed 10/20/04	Wed 10/20/04	NA	NA
28	2.1.1.1.3		Define ground rules for communication between the Sub-Team and entities outside of the GSTOP Project	Wed 10/20/04	Wed 10/20/04	NA	NA
29	2.1.1.1.4		Establish a process and schedule for Sub-Team (internal) progress report updates	Wed 10/20/04	Wed 10/20/04	NA	NA
30	2.1.1.1.5		Establish a process and schedule for Sub-Team progress report updates to the GSTOP Team	Wed 10/20/04	Wed 10/20/04	NA	NA
31	**2.1.1.2**		**Establish Review Processes**	**Wed 10/20/04**	**Wed 10/20/04**	**NA**	**NA**
32	2.1.1.2.1		Establish a process for Sub-Team (internal) review of potential symbols	Wed 10/20/04	Wed 10/20/04	NA	NA
33	2.1.1.2.2		Establish a process for Sub-Team (internal) review of the draft standard symbols	Wed 10/20/04	Wed 10/20/04	NA	NA
34	2.1.1.2.3		Establish a process for peer reviews	Wed 10/20/04	Wed 10/20/04	NA	NA
35	2.1.1.2.4		Establish a process for periodic GSTOP Team reviews	Wed 10/20/04	Wed 10/20/04	NA	NA
36	2.1.1.2.5		Establish a process for reviewing the final report	Wed 10/20/04	Wed 10/20/04	NA	NA
37	**2.1.1.3**		**Establish Change processes**	**Wed 10/20/04**	**Wed 10/20/04**	**NA**	**NA**
38	2.1.1.3.1		Establish a process for additions/deletions of potential symbols mid-stream through the Project	Wed 10/20/04	Wed 10/20/04	NA	NA
39	2.1.1.3.2		Establish a change process for the additions/deletion of standard symbols after the final recommendation has been submitted and	Wed 10/20/04	Wed 10/20/04	NA	NA
40	2.1.1.3.3		Establish a change process for the additions/deletion of standard symbols after the completion of the GSTOP project	Wed 10/20/04	Wed 10/20/04	NA	NA
41	**2.1.2**		**Establish symbol evaluation methods**	**Wed 10/20/04**	**Wed 10/20/04**	**NA**	**NA**
42	2.1.2.1		Define method for evaluating marker symbols	Wed 10/20/04	Wed 10/20/04	NA	NA
43	2.1.2.2		Define method for evaluating line symbols	Wed 10/20/04	Wed 10/20/04	NA	NA
44	2.1.2.3		Define method for evaluating fill symbols	Wed 10/20/04	Wed 10/20/04	NA	NA
45	2.1.2.4		Conduct a final review of evaluation methods	Wed 10/20/04	Wed 10/20/04	NA	NA
46	**2.1.3**		**Define criteria for the acceptance of symbols as standards**	**Wed 10/20/04**	**Wed 10/20/04**	**NA**	**NA**
47	2.1.3.1		Develop acceptance criteria for marker symbols	Wed 10/20/04	Wed 10/20/04	NA	NA
48	2.1.3.2		Develop acceptance criteria for line symbols	Wed 10/20/04	Wed 10/20/04	NA	NA

ID	WBS	ℹ	Task Name	Plan Start	Plan Finish	Actual Start	Actual Finish
49	2.1.3.3		Develop acceptance criteria for fill symbols	Wed 10/20/04	Wed 10/20/04	NA	NA
50	2.1.3.4		Conduct a final review of selection criteria	Wed 10/20/04	Wed 10/20/04	NA	NA
51	**2.1.4**		**Establish file format for symbols**	**Wed 10/20/04**	**Wed 10/20/04**	**NA**	**NA**
52	2.1.4.1		Define acceptable formats of symbols for evaluation	Wed 10/20/04	Wed 10/20/04	NA	NA
53	2.4.1.2		Define format of recommended standard symbols	Wed 10/20/04	Wed 10/20/04	NA	NA
54	**2.1.5**		**Develop a list of symbols to be evaluated for acceptance as draft standards**	**Wed 10/20/04**	**Wed 10/20/04**	**NA**	**NA**
55	2.1.5.1		Collect Fire mapping symbols from the Fireline Handbook	Wed 10/20/04	Wed 10/20/04	NA	NA
56	2.1.5.2		Collect Fire mapping symbols suggestions from the 5 federal fire management agencies (FS, BLM, NPS, FWS, BIA) and state agencies via the NWCG Geospatial Task Group (GTG)	Wed 10/20/04	Wed 10/20/04	NA	NA
57	2.1.5.3		Collect Fire mapping symbols from HSA (FEMA), FAA, and DOD	Wed 10/20/04	Wed 10/20/04	NA	NA
58	2.1.5.4		Document potential sources for additional fire mapping symbols	Wed 10/20/04	Wed 10/20/04	NA	NA
59	2.1.5.5		Compile symbols into a single potential symbol set	Wed 10/20/04	Wed 10/20/04	NA	NA
60	**2.1.6**		**Determine the draft standard marker symbols**	**Wed 10/20/04**	**Wed 10/20/04**	**NA**	**NA**
61	2.1.6.1		Evaluate each potential marker symbol against the marker symbol selection criteria	Wed 10/20/04	Wed 10/20/04	NA	NA
62	2.1.6.2		Selection the draft standard marker symbols	Wed 10/20/04	Wed 10/20/04	NA	NA
63	2.1.6.3		Conduct a completeness review of the draft standard marker symbols	Wed 10/20/04	Wed 10/20/04	NA	NA
64	**2.1.7**		**Determine the draft standard line symbols**	**Wed 10/20/04**	**Wed 10/20/04**	**NA**	**NA**
65	2.1.7.1		Evaluate each potential line symbol against the line symbol selection criteria	Wed 10/20/04	Wed 10/20/04	NA	NA
66	2.1.7.2		Select the draft standard line symbols	Wed 10/20/04	Wed 10/20/04	NA	NA
67	2.1.7.3		Conduct a completeness review of the draft standard line symbols	Wed 10/20/04	Wed 10/20/04	NA	NA
68	**2.1.8**		**Determine the draft standard fill symbols**	**Wed 10/20/04**	**Wed 10/20/04**	**NA**	**NA**
69	2.1.8.1		Evaluate each potential fill symbol against the fill symbol selection criteria	Wed 10/20/04	Wed 10/20/04	NA	NA
70	2.1.8.2		Select the draft standard fill symbols	Wed 10/20/04	Wed 10/20/04	NA	NA
71	2.1.8.3		Conduct a completeness review of the draft standard fill symbols	Wed 10/20/04	Wed 10/20/04	NA	NA
72	**2.1.9**		**Conduct initial peer review of the draft standard marker, line, and fill symbols**	**Wed 10/20/04**	**Mon 10/25/04**	**NA**	**NA**

ID	WBS	ⓘ	Task Name	Plan Start	Plan Finish	Actual Start	Actual Finish
73	2.1.9.1		Prepare draft standard symbols for initial peer review	Wed 10/20/04	Wed 10/20/04	NA	NA
74	2.1.9.2		Submit the draft standard symbols to the 5 federal fire management agencies and State agencies via the NWCG Geospatial Task Group	Wed 10/20/04	Wed 10/20/04	NA	NA
75	2.1.9.3		Review feedback of initial peer review	Thu 10/21/04	Thu 10/21/04	NA	NA
76	2.1.9.4		Identify required changes to draft standard symbols based on the initial peer review feedback	Fri 10/22/04	Fri 10/22/04	NA	NA
77	2.1.9.5		Make required changes, as identified, to draft standard symbols	Mon 10/25/04	Mon 10/25/04	NA	NA
78	**2.1.10**		**Conduct final peer review of the draft standard marker, line and fill symbols**	**Wed 10/20/04**	**Wed 10/20/04**	**NA**	**NA**
79	2.1.10.1		Prepare draft standard symbols for final peer review	Wed 10/20/04	Wed 10/20/04	NA	NA
80	2.1.10.2		Submit the draft standard symbols to the 5 federal fire management agencies and State agencies via the NWCG Geospatial Task Group (GTG); and to the HSA (FEMA), FAA, DOD, and GSTOP Team for peer review	Wed 10/20/04	Wed 10/20/04	NA	NA
81	2.1.10.3		Review feedback of the final peer review	Wed 10/20/04	Wed 10/20/04	NA	NA
82	2.1.10.4		Identify required changes to draft standard symbols based on the final peer review feedback	Wed 10/20/04	Wed 10/20/04	NA	NA
83	2.1.10.5		Make required changes, as identified, to draft standard symbols	Wed 10/20/04	Wed 10/20/04	NA	NA
84	2.1.10.6		Ratify the final draft standard symbols	Wed 10/20/04	Wed 10/20/04	NA	NA
85	**2.1.11**		**Finalize recommendation of standard Fire Mapping symbols**	**Wed 10/20/04**	**Wed 10/20/04**	**NA**	**NA**
86	2.1.11.1		Create a report recommending the adoption of the draft standard symbo	Wed 10/20/04	Wed 10/20/04	NA	NA
87	2.1.11.2		Conduct a review of the report	Wed 10/20/04	Wed 10/20/04	NA	NA
88	2.1.11.3		Submit the report to GSTOP-PM	Wed 10/20/04	Wed 10/20/04	NA	NA

ID	WBS	ℹ	Task Name	Plan Start	Plan Finish	Actual Start	Actual Finish
89	**2.2**		**Incident GIS Standard Naming Conventions Requirements**	**Wed 10/20/04**	**Thu 11/4/04**	**NA**	**NA**
90	**2.2.1**		**Define Information Needs (What do we need to gather?)**	**Wed 10/20/04**	**Wed 10/20/04**	**NA**	**NA**
91	2.2.1.1		Set objectives for work plan	Wed 10/20/04	Wed 10/20/04	NA	NA
92	2.2.1.2		Define ground rules for sub team	Wed 10/20/04	Wed 10/20/04	NA	NA
93	2.2.1.3		Define common ground with other sub teams	Wed 10/20/04	Wed 10/20/04	NA	NA
94	**2.2.2**		**Collect Information**	**Wed 10/20/04**	**Wed 10/20/04**	**NA**	**NA**
95	2.2.2.1		Collect existing naming and filing conventions from GIST's attached to IM	Wed 10/20/04	Wed 10/20/04	NA	NA
96	**2.2.3**		**Conduct Analysis**	**Thu 10/21/04**	**Fri 10/22/04**	**NA**	**NA**
97	2.2.3.1		Review strengths & weaknesses of existing methodologies	Thu 10/21/04	Thu 10/21/04	NA	NA
98	2.2.3.2		Resolve overlap and conflicts	Fri 10/22/04	Fri 10/22/04	NA	NA
99	**2.2.4**		**Develop Preliminary Requirements Specifications**	**Mon 10/25/04**	**Tue 10/26/04**	**NA**	**NA**
100	2.2.4.1		Draft naming convention guidelines	Mon 10/25/04	Mon 10/25/04	NA	NA
101	2.2.4.2		Draft directory structure guidelines	Tue 10/26/04	Tue 10/26/04	NA	NA
102	**2.2.5**		**Requirements Review and Validation**	**Wed 10/27/04**	**Wed 10/27/04**	**NA**	**NA**
103	2.2.5.1		Post draft guidelines for inter team review	Wed 10/27/04	Wed 10/27/04	NA	NA
104	2.2.5.2		Edit draft guidelines based on input	Wed 10/27/04	Wed 10/27/04	NA	NA
105	2.2.5.3		Post draft guidelines for external review	Wed 10/27/04	Wed 10/27/04	NA	NA
106	2.2.5.4		Edit draft guidelines based on input	Wed 10/27/04	Wed 10/27/04	NA	NA
107	**2.2.6**		**Prepare Sample Documents**	**Wed 10/20/04**	**Wed 10/20/04**	**NA**	**NA**
108	2.2.6.1		Prepare Naming conventions	Wed 10/20/04	Wed 10/20/04	NA	NA
109	2.2.6.2		Develop Directory structure	Wed 10/20/04	Wed 10/20/04	NA	NA
110	2.2.6.3		Prepare Methods of work	Wed 10/20/04	Wed 10/20/04	NA	NA
111	**2.2.7**		**Sample Documents Review and Validation**	**Wed 10/20/04**	**Thu 11/4/04**	**NA**	**NA**
112	2.2.7.1		Post sample documents for inter team review	Wed 10/20/04	Wed 10/20/04	NA	NA
113	2.2.7.2		Edit sample documents based on input	Wed 10/20/04	Wed 10/20/04	NA	NA
114	2.2.7.3		Post sample documents for external review	Wed 10/20/04	Tue 10/26/04	NA	NA
115	2.2.7.4		Edit sample documents based on input	Wed 10/20/04	Thu 11/4/04	NA	NA

ID	WBS	ℹ	Task Name	Plan Start	Plan Finish	Actual Start	Actual Finish
116	**2.3**		**Incident GIS Standard Product Definitions Requirements**	**Wed 10/20/04**	**Fri 10/29/04**	**NA**	**NA**
117	**2.3.1**		**Define Information Needs (What do we need to gather?)**	**Wed 10/20/04**	**Mon 10/25/04**	**NA**	**NA**
118	2.3.1.1		Develop Standard Products Matrix to compare many versions of standard products. (GIST Draft Taskbook/GIST Course Workbook/PNWCG Product Objectives)	Wed 10/20/04	Wed 10/20/04	NA	NA
119	2.3.1.2		Acquire DPRO Standards and incorporate into above matrix.	Thu 10/21/04	Thu 10/21/04	NA	NA
120	2.3.1.3		Need group assistance – there are no members who volunteered for this subgroup. It will need the participation of everyone to work.	Fri 10/22/04	Fri 10/22/04	NA	NA
121	2.3.1.4		Provide a final package of Standard Products including definitions and examples.	Mon 10/25/04	Mon 10/25/04	NA	NA
122	**2.3.2**		**Collect Information**	**Wed 10/20/04**	**Fri 10/22/04**	**NA**	**NA**
123	2.3.2.1		Definitions exist in the National Training course workbook for GIST. PNWCG has also created some standard definitions. Compile these into a list for group to review. Cite source.	Wed 10/20/04	Wed 10/20/04	NA	NA
124	2.3.2.2		Review DPRO product definitions and compare to existing definitions for GIST.	Thu 10/21/04	Thu 10/21/04	NA	NA
125	2.3.2.3		Collect examples of standard products.	Fri 10/22/04	Fri 10/22/04	NA	NA
126	**2.3.3**		**Conduct Analysis**	**Mon 10/25/04**	**Tue 10/26/04**	**NA**	**NA**
127	2.3.3.1		Review existing standards definitions (GIST course/PNWCG/DPRO)	Mon 10/25/04	Mon 10/25/04	NA	NA
128	2.3.3.2		Identify discrepancies between groups defining standard and bring these to the larger group for discussion and resolution. There may be specific reasons for discrepancies (Fire Use vs. Type 1) so these should be highlighted for the preliminary package.	Tue 10/26/04	Tue 10/26/04	NA	NA
129	**2.3.4**		**Develop Preliminary Requirements Specifications**	**Wed 10/27/04**	**Thu 10/28/04**	**NA**	**NA**
130	2.3.4.1		Provide a package of products definitions and samples for group review (GIST/SITL review?)	Wed 10/27/04	Wed 10/27/04	NA	NA
131	2.3.4.2		Find a storage location for GSTOP group review (NIFC site?)	Thu 10/28/04	Thu 10/28/04	NA	NA
132	**2.3.5**		**Review and Validate Requirements**	**Fri 10/29/04**	**Fri 10/29/04**	**NA**	**NA**
133	2.3.5.1		Decide upon method of acceptance/rejection/modification	Fri 10/29/04	Fri 10/29/04	NA	NA
134	2.3.5.2		Decide who to get feedback from (GIST 1st, then SITL/PLSC/others?)	Fri 10/29/04	Fri 10/29/04	NA	NA
135	2.3.5.3		Incorporate feedback into final package of definitions & samples	Fri 10/29/04	Fri 10/29/04	NA	NA
136	2.3.5.4		Find a permanent storage location for this package? National clearinghouse?	Fri 10/29/04	Fri 10/29/04	NA	NA

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137	**2.4**		**Incident GIST Minimum Qualifications Requirements**	**Wed 10/20/04**	**Wed 10/20/04**	**NA**	**NA**
138	**2.4.1**		**Establish Min GIST qualifications/GIS expectations Sub-Team business practices**	**Wed 10/20/04**	**Wed 10/20/04**	**NA**	**NA**
139	**2.4.1.1**		**Develop a Symbol Sub-team Communication Plan**	**Wed 10/20/04**	**Wed 10/20/04**	**NA**	**NA**
140	2.4.1.1.1		Define ground-rules for Sub-Team (internal) communication	Wed 10/20/04	Wed 10/20/04	NA	NA
141	2.4.1.1.2		Define ground-rules for communication between the Min GIST qualifications/GIS expectations Sub-Team and other GSTOP Sub-Teams	Wed 10/20/04	Wed 10/20/04	NA	NA
142	2.4.1.1.3		Define ground rules for communication between the Sub-Team and entities outside of the GSTOP Project	Wed 10/20/04	Wed 10/20/04	NA	NA
143	2.4.1.1.4		Establish a process and schedule for Sub-Team (internal) progress report updates	Wed 10/20/04	Wed 10/20/04	NA	NA
144	2.4.1.1.5		Establish a process and schedule for Sub-Team progress report updates to the GSTOP Team	Wed 10/20/04	Wed 10/20/04	NA	NA
145	**2.4.1.2**		**Establish Review Processes**	**Wed 10/20/04**	**Wed 10/20/04**	**NA**	**NA**
146	2.4.1.2.1		Establish a process for Sub-Team (internal) review of potential minimum GIST qualifications/GIS expectations	Wed 10/20/04	Wed 10/20/04	NA	NA
147	2.4.1.2.2		Establish a process for Sub-Team (internal) review of the draft minimum GIST qualifications/GIS expectations	Wed 10/20/04	Wed 10/20/04	NA	NA
148	2.4.1.2.3		Establish a process for peer reviews	Wed 10/20/04	Wed 10/20/04	NA	NA
149	2.4.1.2.4		Establish a process for periodic GSTOP Team reviews	Wed 10/20/04	Wed 10/20/04	NA	NA
150	2.4.1.2.5		Establish a process for reviewing the final report	Wed 10/20/04	Wed 10/20/04	NA	NA
151	**2.4.1.3**		**Establish Change processes**	**Wed 10/20/04**	**Wed 10/20/04**	**NA**	**NA**
152	2.4.1.3.1		Establish a process for additions/deletions of potential minimum GIST qualifications/GIS expectations mid-stream through the	Wed 10/20/04	Wed 10/20/04	NA	NA
153	2.4.1.3.2		Establish a change process for the additions/deletion of minimum GIST qualifications/GIS expectations after the final recommendation has been submitted and prior to completion of the	Wed 10/20/04	Wed 10/20/04	NA	NA
154	2.4.1.3.3		Establish a change process for the additions/deletion of minimum GIST qualifications/GIS expectations after the completion of the GSTOP project	Wed 10/20/04	Wed 10/20/04	NA	NA
155	**2.4.2**		**Establish evaluation methods for minimum GIST qualifications/GIS expectations**	**Wed 10/20/04**	**Wed 10/20/04**	**NA**	**NA**
156	2.4.2.1		Define method for evaluating minimum GIST qualifications/GIS expectations	Wed 10/20/04	Wed 10/20/04	NA	NA
157	2.4.2.2		Conduct a final review of evaluation methods	Wed 10/20/04	Wed 10/20/04	NA	NA
158	**2.4.3**		**Define criteria for the acceptance of minimum GIST qualifications/GIS expectations**	**Wed 10/20/04**	**Wed 10/20/04**	**NA**	**NA**

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159	2.4.3.1		Develop acceptance criteria for minimum GIST qualifications/GIS expectations	Wed 10/20/04	Wed 10/20/04	NA	NA
160	2.4.3.2		Conduct a final review of selection criteria	Wed 10/20/04	Wed 10/20/04	NA	NA
161	**2.4.4**		**Collect Information on minimum GIST qualifications and minimum GIS expectations on an incident**	**Wed 10/20/04**	**Wed 10/20/04**	**NA**	**NA**
162	2.4.4.1		Gather documents and references (including white papers, memos, After Action Reviews)	Wed 10/20/04	Wed 10/20/04	NA	NA
163	2.4.4.2		Scan or translate paper documents to electronic format	Wed 10/20/04	Wed 10/20/04	NA	NA
164	2.4.4.3		Research current GIST/GIS standards	Wed 10/20/04	Wed 10/20/04	NA	NA
165	**2.4.5**		**Develop a list of GIST qualifications to be evaluated for acceptance as draft minimum standards**	**Wed 10/20/04**	**Wed 10/20/04**	**NA**	**NA**
166	2.4.5.1		Compare the current GIST standards	Wed 10/20/04	Wed 10/20/04	NA	NA
167	2.4.5.2		Compile the GIST qualifications into a single list of potential minimum GIST qualifications	Wed 10/20/04	Wed 10/20/04	NA	NA
168	2.4.5.3		Compile a list of GIST qualifications which are deemed to be beyond the minimum for future reference	Wed 10/20/04	Wed 10/20/04	NA	NA
169	**2.4.6**		**Develop a list of GIS expectations to be evaluated for acceptance as draft minimum standards**	**Wed 10/20/04**	**Wed 10/20/04**	**NA**	**NA**
170	2.4.6.1		Compare any current GIS expectation standards	Wed 10/20/04	Wed 10/20/04	NA	NA
171	2.4.6.2		Compile the GIS expectations into a list of potential minimum GIS expectations on an incident	Wed 10/20/04	Wed 10/20/04	NA	NA
172	2.4.6.3		Compile a list of GIST qualifications which are deemed to be beyond the minimum for future reference	Wed 10/20/04	Wed 10/20/04	NA	NA
173	**2.4.7**		**Determine the draft standard minimum GIST qualifications**	**Wed 10/20/04**	**Wed 10/20/04**	**NA**	**NA**
174	2.4.7.1		Evaluate each potential minimum GIST qualification using the evaluation methods in 2.4.2	Wed 10/20/04	Wed 10/20/04	NA	NA
175	2.4.7.2		Select the minimum GIST qualifications	Wed 10/20/04	Wed 10/20/04	NA	NA
176	2.4.7.3		Conduct a completeness review of the draft minimum GIST qualifications	Wed 10/20/04	Wed 10/20/04	NA	NA
177	**2.4.8**		**Determine the draft standard minimum GIS expectations**	**Wed 10/20/04**	**Wed 10/20/04**	**NA**	**NA**
178	2.4.8.1		Evaluate each potential minimum GIS expectation using the evaluation methods in 2.4.2	Wed 10/20/04	Wed 10/20/04	NA	NA
179	2.4.8.2		Select the minimum GIS expectations	Wed 10/20/04	Wed 10/20/04	NA	NA
180	2.4.8.3		Conduct a completeness review of the draft minimum GIS expectations	Wed 10/20/04	Wed 10/20/04	NA	NA

ID	WBS	ℹ	Task Name	Plan Start	Plan Finish	Actual Start	Actual Finish
181	**2.4.9**		**Conduct internal review of draft standard minimum GIST qualifications and GIS expectations**	**Wed 10/20/04**	**Wed 10/20/04**	**NA**	**NA**
182	2.4.9.1		Prepare draft standard minimum GIST qualifications and GIS expectations, including acceptance criteria	Wed 10/20/04	Wed 10/20/04	NA	NA
183	2.4.9.2		Post draft standard to DisasterHelp website and notify GSTOP team for group review	Wed 10/20/04	Wed 10/20/04	NA	NA
184	2.4.9.3		Provide data location and review process to internal group	Wed 10/20/04	Wed 10/20/04	NA	NA
185	2.4.9.4		Review feedback of initial peer review	Wed 10/20/04	Wed 10/20/04	NA	NA
186	2.4.9.5		Identify required changes to draft standard based on the initial peer review feedback	Wed 10/20/04	Wed 10/20/04	NA	NA
187	2.4.9.6		Make required changes, as identified, to draft standard	Wed 10/20/04	Wed 10/20/04	NA	NA
188	**2.4.10**		**Conduct final peer review of the draft standard minimum GIST qualifications and GIS expectations**	**Wed 10/20/04**	**Wed 10/20/04**	**NA**	**NA**
189	2.4.10.1		Prepare survey or questionnaire to accompany draft standards for final peer review.	Wed 10/20/04	Wed 10/20/04	NA	NA
190	2.4.10.2		Prepare draft standard minimum GIST Qualification/GIST expectations for final peer review, including the survey or questionnaire	Wed 10/20/04	Wed 10/20/04	NA	NA
191	2.4.10.3		Submit the draft expectations to the 5 federal fire management agencies and State agencies via the NWCG Geospatial Task Group (GTG); and to the HSA (FEMA), FAA, DOD, and GSTOP Team for peer	Wed 10/20/04	Wed 10/20/04	NA	NA
192	2.4.10.4		Review feedback of the final peer review, including questionnaire or survey	Wed 10/20/04	Wed 10/20/04	NA	NA
193	2.4.10.5		Identify required changes to draft standard minimum GIST qualifications/GIS expectations based on the final peer review	Wed 10/20/04	Wed 10/20/04	NA	NA
194	2.4.10.6		Make required changes, as identified, to draft minimum GIST qualifications/GIS expectations symbols	Wed 10/20/04	Wed 10/20/04	NA	NA
195	2.4.10.7		Ratify the final draft standard minimum GIST qualifications/GIS expectations	Wed 10/20/04	Wed 10/20/04	NA	NA
196	**2.4.11**		**Finalize recommendation of standard Minimum GIST Qualifications and Minimum GIS Expectations on an Incident**	**Wed 10/20/04**	**Wed 10/20/04**	**NA**	**NA**
197	2.4.11.1		Create a report recommending the adoption of the draft minimum GIST Qualifications/GIS Expectations	Wed 10/20/04	Wed 10/20/04	NA	NA
198	2.4.11.2		Conduct a review of the report for completeness, accuracy, language, and grammar	Wed 10/20/04	Wed 10/20/04	NA	NA
199	2.4.11.3		Submit the report to GSTOP-PM	Wed 10/20/04	Wed 10/20/04	NA	NA

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200	**2.5**		**Incident GIS Minimum Essential Datasets Requirements**	**Wed 10/20/04**	**Fri 11/5/04**	**NA**	**NA**
201	**2.5.1**		**Establish MED Sub-Team business practices**	**Wed 10/20/04**	**Fri 11/5/04**	**NA**	**NA**
202	**2.5.1.1**		**Develop a MED Sub-team Communication Plan**	**Wed 10/20/04**	**Fri 11/5/04**	**NA**	**NA**
203	**2.5.1.1.1**		**Define ground-rules for Sub-Team (internal) communication**	**Wed 10/20/04**	**Thu 10/28/04**	**NA**	**NA**
204	2.5.1.1.1.1		Define ground-rules for communication between the MED Sub-Team and other GSTOP Sub-Teams	Wed 10/20/04	Wed 10/20/04	NA	NA
205	2.5.1.1.1.2		Define ground rules for communication between the Sub-Team and entities outside of the GSTOP Project	Thu 10/21/04	Thu 10/21/04	NA	NA
206	2.5.1.1.1.3		Establish a process and schedule for Sub-Team (internal) progress report updates	Fri 10/22/04	Fri 10/22/04	NA	NA
207	2.5.1.1.1.4		Establish a process and schedule for Sub-Team progress report updates to the GSTOP Team	Mon 10/25/04	Mon 10/25/04	NA	NA
208	2.5.1.1.1.5		Establish Review Processes	Tue 10/26/04	Tue 10/26/04	NA	NA
209	2.5.1.1.1.6		Establish a process for Sub-Team (internal) review of potential MEDs	Wed 10/27/04	Wed 10/27/04	NA	NA
210	2.5.1.1.1.7		Establish a process for Sub-Team (internal) review of the draft standard MEDs	Thu 10/28/04	Thu 10/28/04	NA	NA
211	**2.5.1.1.2**		**Establish a process for peer reviews**	**Fri 10/29/04**	**Mon 11/1/04**	**NA**	**NA**
212	2.5.1.1.2.1		Establish a process for periodic GSTOP Team reviews	Fri 10/29/04	Fri 10/29/04	NA	NA
213	2.5.1.1.2.2		Establish a process for reviewing the final report	Mon 11/1/04	Mon 11/1/04	NA	NA
214	**2.5.1.1.3**		**Establish Change processes**	**Tue 11/2/04**	**Wed 11/3/04**	**NA**	**NA**
215	2.5.1.1.3.1		Establish a process for additions/deletions of potential MEDs mid-stream through the Project	Tue 11/2/04	Tue 11/2/04	NA	NA
216	2.5.1.1.3.2		Establish a change process for the additions/deletion of standard MEDs after the final recommendation has been	Wed 11/3/04	Wed 11/3/04	NA	NA
217	**2.5.1.1.4**		**Establish a change process for the additions/deletion of standard MEDs after the final recommendation has**	**Thu 11/4/04**	**Thu 11/4/04**	**NA**	**NA**
218	2.5.1.1.4.1		Establish MED evaluation methods	Thu 11/4/04	Thu 11/4/04	NA	NA
219	2.5.1.1.5		Define method for evaluating marker MEDs	Fri 11/5/04	Fri 11/5/04	NA	NA
220	2.5.1.1.6		Define method for evaluating line MEDs	Wed 10/20/04	Wed 10/20/04	NA	NA
221	**2.5.2**		**Define method for evaluating fill MEDs**	**Wed 10/20/04**	**Thu 10/21/04**	**NA**	**NA**
222	**2.5.2.1**		**Conduct a final review of evaluation methods**	**Wed 10/20/04**	**Wed 10/20/04**	**NA**	**NA**
223	2.5.2.1.1		Define criteria for the acceptance of MEDs as standards	Wed 10/20/04	Wed 10/20/04	NA	NA
224	2.5.2.1.2		Develop acceptance criteria for marker MEDs	Wed 10/20/04	Wed 10/20/04	NA	NA
225	2.5.2.1.3		Develop acceptance criteria for line MEDs	Wed 10/20/04	Wed 10/20/04	NA	NA

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226	**2.5.2.2**		**Develop acceptance criteria for fill MEDs**	**Wed 10/20/04**	**Wed 10/20/04**	**NA**	**NA**
227	2.5.2.2.1		Conduct a final review of selection criteria	Wed 10/20/04	Wed 10/20/04	NA	NA
228	**2.5.2.3**		**Develop a list of MEDs to be evaluated for acceptance as draft standards**	**Wed 10/20/04**	**Wed 10/20/04**	**NA**	**NA**
229	2.5.2.3.1		Collect Fire mapping MEDs from the 5 federal fire management agencies (FS, BLM, NPS, FWS, BIA), state agencies, and USGS via the NWCG Geospatial Task Group (GTG)	Wed 10/20/04	Wed 10/20/04	NA	NA
230	**2.5.2.4**		**Collect Fire mapping MEDs from DHS (FEMA), FAA, and DOD**	**Wed 10/20/04**	**Wed 10/20/04**	**NA**	**NA**
231	2.5.2.4.1		Document potential sources for additional fire mapping MEDs	Wed 10/20/04	Wed 10/20/04	NA	NA
232	2.5.2.5		Compile MEDs into a single potential MED set	Thu 10/21/04	Thu 10/21/04	NA	NA
233	**2.5.3**		**Determine the draft standard Raster MEDs**	**Wed 10/20/04**	**Wed 10/20/04**	**NA**	**NA**
234	**2.5.3.1**		**Evaluate each potential marker MED against the marker MED selection criteria**	**Wed 10/20/04**	**Wed 10/20/04**	**NA**	**NA**
235	2.5.3.1.1		Sub-Team selection of the draft standard marker MEDs	Wed 10/20/04	Wed 10/20/04	NA	NA
236	2.5.3.1.2		Conduct a Sub-team completeness review of the draft standard marker MEDs	Wed 10/20/04	Wed 10/20/04	NA	NA
237	2.5.3.1.3		Determine the draft standard Vector MEDs	Wed 10/20/04	Wed 10/20/04	NA	NA
238	2.5.3.2		Evaluate each potential line MED against the line MED selection criteria	Wed 10/20/04	Wed 10/20/04	NA	NA
239	**2.5.3.3**		**Sub-Team selection of the draft standard line MEDs**	**Wed 10/20/04**	**Wed 10/20/04**	**NA**	**NA**
240	2.5.3.3.1		Conduct a Sub-team completeness review of the draft standard line MEDs	Wed 10/20/04	Wed 10/20/04	NA	NA
241	2.5.3.4		Determine the draft standard Point MEDs	Wed 10/20/04	Wed 10/20/04	NA	NA
242	2.5.3.5		Evaluate each potential fill MED against the fill MED selection criteria	Wed 10/20/04	Wed 10/20/04	NA	NA
243	2.5.3.6		Sub-Team selection of the draft standard fill MEDs	Wed 10/20/04	Wed 10/20/04	NA	NA
244	**2.5.4**		**Conduct a Sub-team completeness review of the draft standard fill**	**Wed 10/20/04**	**Wed 10/20/04**	**NA**	**NA**
245	2.5.4.1		Conduct initial peer review of the draft standard marker, line, and fill MEDs	Wed 10/20/04	Wed 10/20/04	NA	NA
246	2.5.4.2		Prepare draft standard MEDs for initial peer review	Wed 10/20/04	Wed 10/20/04	NA	NA
247	2.5.4.3		Submit the draft standard MEDs to the 5 federal fire management agencies, State agencies, and USGS via the NWCG Geospatial Task Group (GTG); and to DHS (FEMA), FAA, DOD, and GSTOP Team for peer review	Wed 10/20/04	Wed 10/20/04	NA	NA
248	2.5.4.4		Review feedback of initial peer review	Wed 10/20/04	Wed 10/20/04	NA	NA
249	**2.5.5**		**Identify required changes to draft standard MEDs based on the initial peer review feedback**	**Wed 10/20/04**	**Wed 10/20/04**	**NA**	**NA**
250	**2.5.5.1**		**Make required changes, as identified, to draft standard MEDs**	**Wed 10/20/04**	**Wed 10/20/04**	**NA**	**NA**

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251	2.5.5.1.1		Conduct final peer review of the draft standard marker, line, and fill MEDs	Wed 10/20/04	Wed 10/20/04	NA	NA
252	2.5.5.1.2		Prepare draft standard MEDs for final peer review	Wed 10/20/04	Wed 10/20/04	NA	NA
253	**2.5.5.2**		**Submit the draft standard MEDs to the 5 federal fire management agencies and State agencies via the NWCG Geospatial Task Group (GTG); and to the HSA (FEMA), FAA, DOD, and GSTOP Team for peer review**	**Wed 10/20/04**	**Wed 10/20/04**	**NA**	**NA**
254	2.5.5.2.1		Review feedback of the final peer review	Wed 10/20/04	Wed 10/20/04	NA	NA
255	2.5.5.2.2		Identify required changes to draft standard MEDs based on the final peer review feedback	Wed 10/20/04	Wed 10/20/04	NA	NA
256	2.5.5.2.3		Make required changes, as identified, to draft standard MEDs	Wed 10/20/04	Wed 10/20/04	NA	NA
257	2.5.5.2.4		Ratification of the final draft standard MEDs by the Sub-Team	Wed 10/20/04	Wed 10/20/04	NA	NA
258	**2.5.5.3**		**Finalize recommendation of standard Fire Mapping MEDs**	**Wed 10/20/04**	**Wed 10/20/04**	**NA**	**NA**
259	2.5.5.3.1		Create a report recommending the adoption of the draft standard MEDs	Wed 10/20/04	Wed 10/20/04	NA	NA
260	2.5.5.3.2		Conduct a Sub-Team review of the report	Wed 10/20/04	Wed 10/20/04	NA	NA
261	2.5.5.3.3		Submit the report to GSTOP-PM	Wed 10/20/04	Wed 10/20/04	NA	NA
262	2.5.5.3.4		Review and Validate draft SOP's for completeness	Wed 10/20/04	Wed 10/20/04	NA	NA
263	2.5.5.3.5		Review and Validate draft SOP's for GIS content	Wed 10/20/04	Wed 10/20/04	NA	NA
264	2.5.5.3.6		Consolidate reviewers' inputs	Wed 10/20/04	Wed 10/20/04	NA	NA
265	2.5.5.3.7		Evaluate Feedback for inclusion in SOP revision	Wed 10/20/04	Wed 10/20/04	NA	NA
266	2.5.5.3.8		Incorporate accepted feedback from reviewers	Wed 10/20/04	Wed 10/20/04	NA	NA
267	**2.5.5.4**		**Agencies' review of Draft SOPs**	**Wed 10/20/04**	**Wed 10/20/04**	**NA**	**NA**
268	2.5.5.4.1		Create a cover letter and response process	Wed 10/20/04	Wed 10/20/04	NA	NA
269	2.5.5.4.2		Review and Validate draft SOP's	Wed 10/20/04	Wed 10/20/04	NA	NA
270	2.5.5.4.3		Evaluate Feedback for inclusion in SOP revision	Wed 10/20/04	Wed 10/20/04	NA	NA
271	2.5.5.4.4		Incorporate Feedback from reviewers	Wed 10/20/04	Wed 10/20/04	NA	NA
272	2.5.5.5		Develop GSTOP Change Management Plan	Wed 10/20/04	Wed 10/20/04	NA	NA
273	2.5.5.6		Review GSTOP Change Management Plan	Wed 10/20/04	Wed 10/20/04	NA	NA
274	2.5.5.7		PRELIMINARY GIS SOP's READY FOR FIELD TESTING	Wed 10/20/04	Wed 10/20/04	NA	NA

ID	WBS	ⓘ	Task Name	Plan Start	Plan Finish	Actual Start	Actual Finish
275	**2.6**		**Incident GIS Standard Data Sharing and Archiving Standards (02-08-2005)**	**Wed 10/20/04**	**Wed 10/20/04**	**NA**	**NA**
276	2.6.1		Define Information Needs (What do we need to gather?)	Wed 10/20/04	Wed 10/20/04	NA	NA
277	2.6.2		Compile existing archiving standards in use (e.g. data format, transfer mode)	Wed 10/20/04	Wed 10/20/04	NA	NA
278	2.6.3		Identify how archiving is done at present time by ICS, military, other incident responders, project-management	Wed 10/20/04	Wed 10/20/04	NA	NA
279	2.6.4		Gather NARA, Records Management requirements (review policies, lawsuits) e.g. physical location, acceptable media, supporting documentation	Wed 10/20/04	Wed 10/20/04	NA	NA
280	2.6.5		Determine the least common denominator (shapefile) or possibility of multiple formats	Wed 10/20/04	Wed 10/20/04	NA	NA
281	**2.6.6**		**Collect Information**	**Wed 10/20/04**	**Wed 10/20/04**	**NA**	**NA**
282	2.6.6.1		Conduct literature review	Wed 10/20/04	Wed 10/20/04	NA	NA
283	**2.6.7**		**Conduct Analysis**	**Wed 10/20/04**	**Wed 10/20/04**	**NA**	**NA**
284	2.6.7.1		Compile, Synthesize requirements	Wed 10/20/04	Wed 10/20/04	NA	NA
285	**2.6.8**		**Develop Preliminary Requirements Specifications**	**Wed 10/20/04**	**Wed 10/20/04**	**NA**	**NA**
286	2.6.8.1		Proposal of SOP	Wed 10/20/04	Wed 10/20/04	NA	NA
287	**2.6.9**		**Review and Validate Requirements**	**Wed 10/20/04**	**Wed 10/20/04**	**NA**	**NA**
288	2.6.9.1		Sub-Team Review of SOP	Wed 10/20/04	Wed 10/20/04	NA	NA
289	2.6.9.2		Revise, Edit Proposed SOP	Wed 10/20/04	Wed 10/20/04	NA	NA
290	2.6.9.3		Submit to Project Manager for Team Review	Wed 10/20/04	Wed 10/20/04	NA	NA

ID	WBS	ⓘ	Task Name	Plan Start	Plan Finish	Actual Start	Actual Finish
291	**2.7**		**Incident GIS Standard Documentation and Archiving**	**Wed 10/20/04**	**Wed 10/20/04**	**NA**	**NA**
292	**2.7.1**		**Incident GIS Standard Documentation and Archiving Procedures**	**Wed 10/20/04**	**Wed 10/20/04**	**NA**	**NA**
293	2.7.1.1		Identify hierarchy of archive needs (incident, land unit, agency, NARA)	Wed 10/20/04	Wed 10/20/04	NA	NA
294	2.7.1.2		Compile procedures currently in use	Wed 10/20/04	Wed 10/20/04	NA	NA
295	2.7.1.3		Identify if existing procedures in use "somewhere out there" may be acceptable (e.g. NARA)	Wed 10/20/04	Wed 10/20/04	NA	NA
296	**2.7.1.4**		**Collect Information**	**Wed 10/20/04**	**Wed 10/20/04**	**NA**	**NA**
297	2.7.1.4.1		Identify test procedures for documentation and archiving	Wed 10/20/04	Wed 10/20/04	NA	NA
298	**2.7.1.5**		**Conduct Analysis**	**Wed 10/20/04**	**Wed 10/20/04**	**NA**	**NA**
299	2.7.1.5.1		Test and identify strengths/weaknesses of existing procedures	Wed 10/20/04	Wed 10/20/04	NA	NA
300	**2.7.1.6**		**Develop Preliminary Requirements Specifications**	**Wed 10/20/04**	**Wed 10/20/04**	**NA**	**NA**
301	2.7.1.6.1		Prepare recommendations	Wed 10/20/04	Wed 10/20/04	NA	NA
302	2.7.1.6.2		Review and Validate Requirements	Wed 10/20/04	Wed 10/20/04	NA	NA
303							
304	**2.8**		**Incident GIS Transition Procedures**	**Wed 10/20/04**	**Wed 10/20/04**	**NA**	**NA**
305	**2.8.1**		**Define Information Needs (What do we need to gather?)**	**Wed 10/20/04**	**Wed 10/20/04**	**NA**	**NA**
306	2.8.1.1		Determine "universe" of transitions: (team to team); (team to unit); (team to archive)	Wed 10/20/04	Wed 10/20/04	NA	NA
307	2.8.1.2		Compile procedures currently in use	Wed 10/20/04	Wed 10/20/04	NA	NA
308	2.8.1.3		Identify if existing procedures in use "somewhere out there" may be acceptable (e.g. NARA)	Wed 10/20/04	Wed 10/20/04	NA	NA
309	**2.8.2**		**Evaluate Procedures**	**Wed 10/20/04**	**Wed 10/20/04**	**NA**	**NA**
310	2.8.2.1		Identify test procedures for documentation and archiving	Wed 10/20/04	Wed 10/20/04	NA	NA
311	**2.8.3**		**Conduct Analysis**	**Wed 10/20/04**	**Wed 10/20/04**	**NA**	**NA**
312	2.8.3.1		Test and identify strengths/weaknesses of existing procedures	Wed 10/20/04	Wed 10/20/04	NA	NA
313	**2.8.4**		**Develop Preliminary Requirements Specifications**	**Wed 10/20/04**	**Wed 10/20/04**	**NA**	**NA**
314	2.8.4.1		Prepare recommendations	Wed 10/20/04	Wed 10/20/04	NA	NA
315	**2.8.5**		**Review and Validate Requirements**	**Wed 10/20/04**	**Wed 10/20/04**	**NA**	**NA**
316	2.8.5.1		Sub-Team Review of SOP	Wed 10/20/04	Wed 10/20/04	NA	NA
317	2.8.5.2		Revise, Edit Proposed SOP	Wed 10/20/04	Wed 10/20/04	NA	NA
318	**2.8.6**		**Submit to Project Manager for Team Review**	**Wed 10/20/04**	Wed 10/20/04	NA	NA

GSTOP Timeline

ID	WBS	ℹ	Task Name	Plan Start	Plan Finish	Actual Start	Actual Finish
319							
320							
321	**3**		**Draft Incident GIS SOPs (>>chk for somewhat Incorporated into WBS 1)**	**Wed 10/20/04**	**Wed 10/20/04**	**NA**	**NA**
322	3.1		Develop template for GIS SOPs for all Subgroups	Wed 10/20/04	Wed 10/20/04	NA	NA
323	3.2		Define Information Needs (What do we need to gather?)	Wed 10/20/04	Wed 10/20/04	NA	NA
324	3.3		Collect Information	Wed 10/20/04	Wed 10/20/04	NA	NA
325	3.4		Conduct Analysis	Wed 10/20/04	Wed 10/20/04	NA	NA
326	3.5		Develop Preliminary SOP's	Wed 10/20/04	Wed 10/20/04	NA	NA
327	3.6		Review and Validate draft SOP's	Wed 10/20/04	Wed 10/20/04	NA	NA
328	3.7		Incorporate Feedback from reviewers	Wed 10/20/04	Wed 10/20/04	NA	NA
329	3.8		Develop GSTOP Change Management Plan	Wed 10/20/04	Wed 10/20/04	NA	NA
330	3.9		Review GSTOP Change Management Plan	Wed 10/20/04	Wed 10/20/04	NA	NA
331	3.10		PRELIMINARY GIS SOP's READY FOR FIELD TESTING	Wed 10/20/04	Wed 10/20/04	NA	NA
332							
333	**4**		**Incident GIS SOPs Field Test**	**Wed 10/20/04**	**Wed 10/20/04**	**NA**	**NA**
334	4.1		Develop Quality Assurance and Field Test Plan	Wed 10/20/04	Wed 10/20/04	NA	NA
335	4.2		develop questionnaire	Wed 10/20/04	Wed 10/20/04	NA	NA
336	4.3		Execute Quality Assurance and Field Test Plan	Wed 10/20/04	Wed 10/20/04	NA	NA
337	4.4		collect written/survey results from the field test	Wed 10/20/04	Wed 10/20/04	NA	NA
338	4.5		conduct interviews with GISTs to measure success of Draft SOPs	Wed 10/20/04	Wed 10/20/04	NA	NA
339	4.6		conduct interviews with SIT Unit Leaders to measure success of Draft SOPs	Wed 10/20/04	Wed 10/20/04	NA	NA
340	4.7		Analyze Quality Assurance and Field Test Plan Results	Wed 10/20/04	Wed 10/20/04	NA	NA
341	4.8		Ensure requirements are reviewed and tested by business community	Wed 10/20/04	Wed 10/20/04	NA	NA
342							
343	**5**		**Final Incident GIS SOPs**	**Mon 11/8/04**	**Mon 11/8/04**	**NA**	**NA**
344	5.1		Analyze feedback on Incident GIS SOPs	Mon 11/8/04	Mon 11/8/04	NA	NA
345	5.2		Update and finalize Incident GIS SOPs	Mon 11/8/04	Mon 11/8/04	NA	NA
346	5.3		Deliver Final Incident GIS SOPs to Executive Committee	Mon 11/8/04	Mon 11/8/04	NA	NA
347	5.4		Deliver Final Incident GIS SOPs to Incident Based Automation Project	Mon 11/8/04	Mon 11/8/04	NA	NA
348							

ID	WBS	ℹ	Task Name	Plan Start	Plan Finish	Actual Start	Actual Finish
349	**6**		**GSTOP Project Management**	**Wed 10/20/04**	**Fri 6/2/06**	**NA**	**NA**
350	**6.1**		**Project Charter Milestones**	**Thu 3/31/05**	**Thu 6/1/06**	**NA**	**NA**
351	6.1.1	🔲	MS1: Requirements for GIS SOPs are developed	Thu 3/31/05	Thu 3/31/05	NA	NA
352	6.1.2	🔲	MS2: Draft SOPs are produced	Fri 5/13/05	Fri 5/13/05	NA	NA
353	6.1.3	🔲	MS3: Requirements are reviewed and tested by business community	Thu 12/15/05	Thu 12/15/05	NA	NA
354	6.1.4	🔲	MS5: GIS SOPs are finalized	Mon 5/15/06	Mon 5/15/06	NA	NA
355	6.1.5	🔲	MS6: Draft recommendation for SOP implementation	Thu 6/1/06	Thu 6/1/06	NA	NA
356	**6.2**		**Manage GSTOP Project**	**Wed 10/20/04**	**Wed 5/11/05**	**NA**	**NA**
357	6.2.1		Implement GSTOP Project Communication Plan	Wed 10/20/04	Wed 10/20/04	NA	NA
358	**6.2.2**		**Conduct Periodic Team Meetings**	**Wed 1/26/05**	**Wed 5/11/05**	**NA**	**NA**
359	6.2.2.1	🔲	Conduct January Team Meeting (Portland)	Wed 1/26/05	Fri 1/28/05	NA	NA
360	6.2.2.2	🔲	Conduct May Team Meeting (Denver)	Tue 5/10/05	Wed 5/11/05	NA	NA
361	**6.3**		**Closeout GSTOP Project**	**Wed 10/20/04**	**Fri 6/2/06**	**NA**	**NA**
362	6.3.1		Prepare GSTOP Team Recommendations	Wed 10/20/04	Wed 10/20/04	NA	NA
363	6.3.2		Document Lessons Learned	Wed 10/20/04	Wed 10/20/04	NA	NA
364	6.3.3	🔲	GSTOP PROJECT TEAM RELEASED	Fri 6/2/06	Fri 6/2/06	NA	NA