

The British Computer Society

PROPOSAL

1. Objective

Through the Polish Information Processing Society (PIPS), the purpose of this proposal is to enable the intellectual and practical methodologies associated with the British Computer Society's PROFESSIONAL DEVELOPMENT SCHEME to be made widely available, with the support of their employing organisations, to informatics practitioners throughout Poland.

2. BCS Professional Development Scheme

2.1. Outline description:

The Scheme provides a structured method of training and development in the field of informatics which is designed to ensure that each practising participant achieves levels of knowledge and experience according to specific and professionally demanding standards.

Each participant is responsible and has ownership for their own development plan under the supervision of a professionally qualified and competent person, recognised by the BCS or by an equivalent organisation licensed and approved by the BCS.

The heart of the scheme lies in a comprehensive matrix of skill standards known as the INDUSTRY STRUCTURE MODEL (ISM) comprising 10 levels of progression and a variety of streams and sub-streams of informatics activity which embrace most contemporary information systems application environment.

2.2. Exploitation:

The Professional Development Scheme has been in practical use in British organisations in the public and private sectors for more than five years and currently is providing benefit to more than 100 employers, including a number of major international companies who are extending the use of PDS to their operations outside the United Kingdom.

The Scheme has recently been licensed to the Data Processing Management Association in the United States and a significant extension of the use of the Scheme throughout North America is anticipated, now that the first US domestic users have been registered. A similar agreement with Singapore is being finalised.

2.2 (Cont/d)

The Industry Structure Model is the prime source of reference in the development of the EUROPEAN INFORMATICS SKILLS STRUCTURE which has been undertaken by a special pan-European Task Force sponsored by the Council of European Professional Informatics Societies (CEPIS) with financial support from the European Commission (CEC-TFRH). This Task Force has been especially fortunate in gaining the contribution of a representative from Poland, delegated by PIPS, in addition to 10 other national representatives of Member States within the Council of Europe.

3. Planned benefits in Poland

Information Systems are viewed as one of the key components in the transition of Poland's economic infrastructure towards western models. Through the implementation in Poland of PDS, the following considerations will support this overall objective:

- 3.1. Contemporary proven western training and development standards
- 3.2. Expert support and expertise in the supervision by the BCS of the detailed implementation of PDS in Poland
- 3.3. Opportunities for selected PIPS and company PDS company representatives from Poland to visit UK PDS users and gain practical experience and insights into PDS application in a variety of practical settings
- 3.4. Opportunities for PIPS representatives to join and participate in the work of the UK PDS Operations Management Committee and thereby contribute to and benefit from the process of continual improvement
- 3.5. Practical administrative advice and support from the BCS to PIPS who are able (at the time of writing) to make available for short periods a fluent Polish speaker who heads up PDS Administration and User liaison at BCS Headquarters.

4. Requirements to be met by PIPS in Poland

- 4.1. PIPS will select and appoint a dedicated PDS Project Manager/Leader, who may be part time to start with but who is able after an initial period to devote all his/her time to managing the implementation of PDS in Poland. The individual should be an experienced informatics professional with a well developed interest in training and development. Fluency in the English language will be essential, as initial familiarisation will be undertaken in Britain under the supervision of the BCS.
- 4.2. All translation of the intellectual material from English into Polish and subsequent printed production of documentation will be undertaken by PIPS in Poland.

- 4.3. With BCS support, PIPS will carefully select a small number of Polish organisations (3-6) to act as a pilot group for the introduction of PDS into Poland and it is suggested that this initial group form the nucleus of the first Polish PDS Operations Management Committee.
- 4.4. Under guidance from the BCS, PIPS will certificate user appointed "officers" with appropriate qualifications and experience to act as PDS focal points of co-ordination within organisations using PDS.
- 4.5. PIPS will extend its existing relationships with academic institutions, government departments, employer associations and trades unions to ensure that PDS is widely understood and respected, thereby assuring full co-operation within the Polish employment community.
- 4.6. PIPS will develop an appropriate marketing and publicity strategy to provide a good climate of acceptance for the initial pilot stage and subsequent growth.
- 4.7. PIPS will establish an appropriately resourced administrative function to support the operation of the Scheme, financial accounting, liaison with users and liaison with the BCS.

5. Requirements to be met by the BCS in Britain

- 5.1. The BCS will make available to PIPS all the most up-to-date material including management guides and notes relating to process aspects in the English language. A short introduction to PDS will be provided in the Polish language.
- 5.2. The BCS will arrange the initial and subsequent familiarisation visits to British PDS Users for PDS delegates from Poland selected by PIPS. A proportion of such visits will be spent in structured training sessions provided by or on behalf of the BCS.
- 5.3. Whenever possible such visits will be planned to coincide with scheduled PDS Operations Management Committee meetings.
- 5.4. The BCS will select two experienced PDS Consultants to develop continuity of relationships with PIPS and be the source of expert advice during the early implementation phase and thereafter as and when required.
- 5.5. The BCS will provide support and advice to PIPS in respect of the administrative requirements associated with the effective management and financial control of PDS implementation.

6. Implementation Plan - Year 1

- 6.1. Familiarisation visit to BCS in the UK of PIPS PDS Project Manager and two other selected delegates representing Government and commercial enterprise.

Duration: One week

- 6.2. Visit by two BCS representatives to Poland to help plan detailed implementation programme, respond to specific issues and make visits and presentations to potential pilot users.

Duration: One week

- 6.3. Visit by Co-ordinators representing first pilot user organisations for introductory training and visits to existing PDS users in the UK.

Duration: One to two weeks

- 6.4. Visit by one or two BCS PDS Consultants to Poland to review initial experience of implementation and provide expert support and advice on any problems that may have emerged at that time.

Duration: One week

7. Implementation Plan - Year 2

- 7.1. Visit by Co-ordinators representing first pilot user organisations for follow-up training and visits to existing PDS users in the UK to compare notes of experience and to attend PDS Operations Management Committee

Duration: One to two weeks

- 7.2. Visit by two BCS PDS Consultants to Poland to inspect implementation progress and provide expert support and advice to existing early users and to other first time users who have entered the scheme subsequent to the pilot phase.

Duration: One week

- 7.3. Other visits to and from Poland as may be required.

8. Financial arrangements:

8.1. Licensing Fee and Royalties:

In recognition of the original investment made by the BCS in the intellectual material represented by the PDS and its associated ISM, the BCS requires a single capital payment of £10,000 representing the grant of a sole (non-transferable) licence to PIPS for the exploitation of PDS in Poland.

In recognition of the additional investment and support necessary to maintain the currency of PDS, the BCS requires PIPS to pay royalties at the following rates:

15% of the annual fees charged by PIPS to Polish organisations which register and renew their registrations each year as PDS users

10% of the annual fees charged by PIPS in respect of individual PDS participants registered with the scheme by their employers

The payment of royalties will be supported by quarterly statements and settlement by international money transfer.

8.2. Implementation and support costs covering Years 1 & 2 amounting to an estimated £55,500 made up as follows:

Year 1 - Trip 1:

PIPS: Travel and subsistence expenses for three Polish representatives visiting UK for one week @ £1500
Sub-total: £4,500

BCS: 10 man days of one week of support @ £300 per day plus expenses, say @£400 per day
Sub-total: £4,000

Year 1 - Trip 2:

BCS: 10 man days of Consultancy @ £600 per day plus travel and subsistence @£1000 x 2 for one week visit to Poland
Sub-total: £8,000

Year 1 - Trip 3:

PIPS: Travel and subsistence expenses for four Polish representatives visiting UK for one week @ £1500
Sub-total: £6,000

Year 1 - Trip 4:

BCS: 10 man days of Consultancy @ £600 per day plus travel and subsistence @£1000 x 2 for one week visit to Poland
 Sub-total: £8,000

Estimated Total Costs in Year 1 TOTAL: £30,500

Year 2 - Trip 1:

PIPS: Travel and subsistence expenses for four Polish representatives visiting UK for one week @ £1500
 Sub-total: £6,000

BCS: 10 man days of one week of support @ £300 per day plus expenses, say @£400 per day Sub-total: £4,000

Year 2 - Trip 2:

BCS: 10 man days of Consultancy @ £600 per day plus travel and subsistence @£1000 x 2 for one week visit to Poland
 Sub-total: £8,000

Year 2 - Other Trips as required:

PIPS: Travel and subsistence expenses for two Polish representatives visiting UK for one week @ £1500
 Sub-total: £3,000

BCS: 5 man days of Consultancy @ £600 per day plus travel and subsistence @£1000 for one week visit to Poland
 Sub-total: £4,000

Estimated Total Costs in Year 2 TOTAL: £25,000

9. Funding

9.1. It is recommended that formal application is made to the liaison office within the Polish Ministry of Education which is responsible for liaison with the British Foreign and Commonwealth Office JOINT ASSISTANCE UNIT "Know-How" Fund, in respect of the following items of expenditure by Poland:

British Computer Society Licensing Fee for PDS:	£10,000
Years 1 & 2 Implementation and Support expense:	£55,500
TOTAL to be funded by British "Know-How" Fund:	£65,500

9.2. The transfer of Royalties by PIPS to the BCS at quarterly intervals will be the responsibility of PIPS and linked directly to registration revenue earned by PIPS.

Conclusion

HRH The Duke of Kent who is the Patron of the British Computer Society is making an official visit to Poland in September 1992 and has indicated his willingness to formally participate in a joint signing ceremony between PIPS and the BCS, if the details of the above proposal can be agreed before the end of June.

I am available for a visit to Warsaw during the middle of June to support this requirement.



Gavin Kirkpatrick
Chief Executive
The British Computer Society

April 14, 1992