

Business Process Framework (eTOM)

Concepts and Principles

Release 9.0

GB921 Concepts and Principles

TM Forum Approved Version 9.2



April, 2011

Notice

This material, including documents, code and models, has been through review cycles; however, due to the inherent complexity in the design and implementation of software and systems, no liability is accepted for any errors or omissions or for consequences of any use made of this material.

Under no circumstances will the TM Forum be liable for direct or indirect damages or any costs or losses resulting from the use of this specification. The risk of designing and implementing products in accordance with this specification is borne solely by the user of this specification.

This material bears the copyright of TM Forum and its use by members and non-members of TM Forum is governed by all of the terms and conditions of the Intellectual Property Rights Policy of the TM Forum (<http://www.tmforum.org/Bylaws/1094/home.html>) and may involve a claim of patent rights by one or more TM Forum members or by non-members of TM Forum.

Direct inquiries to the TM Forum office:

240 Headquarters Plaza,
East Tower – 10th Floor,
Morristown, NJ 07960 USA
Tel No. +1 973 944 5100
Fax No. +1 973 944 5110
TM Forum Web Page: www.tmforum.org

Table of Contents

Notice.....	2
Table of Contents	2
List of Figures	5
Executive Summary	6
1. Preface.....	8
1.1. Business Process Framework	8
2. Business Process Framework Introduction.....	11
2.1. Purpose of the Business Process Framework.....	11
2.2. What is the Business Process Framework?	14
2.3. Business Process Framework is More Than One Document.....	18
2.4. Using This Document.....	19
2.5. Intended Audience.....	20
2.6. Benefits of Using the Business Process Framework	21
3. The Business Process Framework.....	22
3.1. Core Business Process Framework single enterprise viewpoint.....	22
3.1.1. Business Process Framework Conceptual View (Level 0)	23
3.1.2. Business Process Framework CxO Level View (Level 1).....	25
3.1.3. Operations Process Area Level 1 Process Groupings.....	28
3.1.4. Strategy Infrastructure & Product Process Area Level 1 Process Groupings.....	33
3.1.5. Enterprise Management Process Area Level 1 Process Groupings	37
3.2. External Interactions.....	39
3.3. Process Flow Modeling Approach.....	42
3.4. Summary.....	43
4. The emergence of e-business within the ICT Market	44
4.1. What is e-business?	44
4.2. Implications of e-business for Service Providers	45
4.2.1. How can a service provider migrate towards e-business.....	46
4.3. An e-business Reference Model	47
4.3.1. Customer.....	48
4.3.2. Service Provider	48
4.3.3. Complementary Provider	48
4.3.4. Intermediary	48
4.3.5. Supplier	49
5. Annex A – Business Process Concepts.....	50
5.1. Overview	50
5.2. Business Concepts.....	50
5.2.1. Business Process Framework and Process Implementation Concepts	52
5.3. End-to-End Process Flow Concepts	54
5.3.1. Business Process Framework Process Flows.....	55
5.3.2. Operations Processes	55
6. Annex B – Terminology and Acronym Glossary.....	58
6.1. Terminology	58
6.2. Acronyms	64
7. Appendix 1 – TM Forum Framework and Business Process Framework.....	67
7.1.1. Note: Relationship to Standardization Activities	68

8. Administrative Appendix	69
8.1. Acknowledgments	69
8.2. Document History	69
8.2.1. Version History.....	69
8.2.2. Release History	70

List of Figures

Figure 2-1 Business Process Framework – Level 0 Processes	16
Figure 2-2 Business Process Framework - Level 1 Processes	17
Figure 3-1 Business Process Framework Conceptual Structure	23
Figure 3-2 Business Process Framework Level 0 View of Level 1 Process Groupings	26
Figure 3-3 Business Process Framework OPS Vertical Process Groupings	29
Figure 3-4 Business Process Framework Operations Horizontal Functional Process Groupings	31
Figure 3-5 Business Process Framework SIP Vertical End-end Process Groupings	34
Figure 3-6 Business Process Framework SIP Horizontal Functional Process Groupings	36
Figure 3-7 Business Process Framework Enterprise Management Process Groupings	38
Figure 3-8 Business Process Framework and the external environment	41
Figure 4-1 The e-business Reference Model	47
Figure A.1: The Operations End-To-End Process Breakdown	56
Figure A.2: FAB End-To-End and Flow-through Process Flows	57
Figure App1.1: TM Forum Framework	67

Executive Summary

The Business Process Framework (also known as eTOM) is an ongoing TM Forum initiative to provide a process framework for use by service providers and others within the Information, Communications and Entertainment services industry. The Framework describes all the enterprise processes required by a service provider and analyzes them to different levels of detail according to their significance and priority for the business. For such companies, it serves as the blueprint for process direction and provides a neutral reference point for internal process reengineering needs, partnerships, alliances, and general working agreements with other enterprises. For suppliers, the Business Process Framework outlines potential boundaries of software components to align with the customers' needs and provides insight on the required functions, inputs, and outputs that must be supported by products.

A particular strength of the business process framework is that it is part of the TM Forum Framework (formerly known as NGOSS) and links with other work underway in the program.

The Business Process Framework work has built on and enhanced the previous TM Forum Telecom Operations Map, and Business Process Framework sets a vision for the industry to enable it to compete successfully through the implementation of business process-driven approaches to managing the enterprise. This includes ensuring integration of all vital enterprise support systems concerned with service delivery and support. The focus of the Business Process Framework is on the business processes used by service providers, the linkages between these processes, the identification of interfaces, and the use of customer, service, resource, supplier/partner and other information by multiple processes.

From the highest enterprise-wide level, the Business Process Framework defines a business process framework using hierarchical decomposition to structure the business processes. The process descriptions, and their relationship, as well as other key elements are defined. The Business Process Framework represents the whole of a service provider's enterprise environment, and is defined as generically as possible so that it is organization, technology and service independent.

The Business Process Framework can be used as a tool for analyzing an organization's existing processes and for developing new processes. In applying the Business Process Framework, different processes delivering the same business functionality can be identified, duplication eliminated, gaps revealed, new process design speeded up, and variance reduced. Using the Business Process Framework the value, cost and performance of individual processes within an organization can be assessed.

Relationships with suppliers and partners can be facilitated by identifying and categorizing the processes used in interactions. In a similar manner, the all-important customer relationship processes can be identified and an evaluation made on whether they are functioning as required to meet customers' expectations.

This Release 9.0 of the Business Process Framework builds on previous releases, with updates in three main areas:

Process updates affecting the “Billing & Revenue Management” column in Operations, reflecting updates from the separate Revenue Management Team - these are reflected in Addendum D, together with some other changes.

Introduction of a new GB921DX document “Extended Process Decompositions and Descriptions” that extends the process decompositions in Addendum D - the split is intended to make the document sizes more manageable, and these Addenda can be regarded effectively as a single document

Introduction of a new GB921E document, “End-to-End Business Flows” that shows recommended eTOM process flows that address high-priority end-to-end business issues

The Business Process Framework provides a sound basis for use across the industry to address business process analysis and design, and to guide specification and subsequent development of OSS/BSS solutions. It describes operational processes to the level of detail needed for understanding, and optimization, and extends this to the rest of the enterprise to provide a total view across all process areas. The Business Process Framework work has linkages with other industry activity (e.g. ITIL) that have been addressed, and can now be used to guide development and assist in the engineering of management solutions within and by individual enterprises.

Further information on the Business Process Framework, and examples of its use, are shown on the TM Forum website www.tmforum.org

1. Preface

1.1. Business Process Framework

The Business Process Framework is a reference framework for categorizing all the business activities used by an enterprise involved in delivering on-line Information, Communications and Entertainment services. This is done through definition of each area of business activity, in the form of process components or Process Elements that can be decomposed to expose progressive detail. These process elements can then be positioned within a model to show organizational, functional and other relationships, and can be combined within process flows that trace activity paths through the business.

The Business Process Framework can serve as the blueprint for standardizing and categorizing business activities (or process elements) that will help set direction and the starting point for development and integration of Business and Operations Support Systems (BSS and OSS respectively). An important additional application for the Business Process Framework is that it helps to support and guide work by TM Forum members and others to develop Framework solutions. It provides an industry-standard reference point, when considering internal process reengineering needs, partnerships, alliances, and general working agreements with other enterprises, and for suppliers into such enterprises, the Business Process Framework outlines potential boundaries of process solutions, and the required functions, inputs, and outputs that must be supported by process solutions.

The Business Process Framework has grown to include a number of components. The overall Business Process Framework document set includes:

- A main document (GB921 Concepts and Principles) that provides an overview of the Business Process Framework, from both Intra-Enterprise and Inter-Enterprise viewpoints, and describes the main structural elements and approach
- An Addendum (GB921D) describing the enterprise processes and sub-processes in a form that is top down, customer-centric, and end-to-end focused. Process decompositions are provided for all processes from the highest conceptual view of the Business Process Framework to the level of detail agreed for use by the industry. This Addendum is supplemented by a further Addendum (GB921DX) that extends the process decompositions in Addendum D - the split is intended to make the document sizes more manageable, and these Addenda can be regarded effectively as a single document.
- A separate Application Note (GB921E) that shows recommended eTOM process flows that address high-priority end-to-end business issues

- An Addendum (GB921F) describing selected example process flows at several levels of view and detail that provides end-to-end insight into the application of Business Process Framework.
- An Addendum (GB921B) describing the implications and impact of e-business for service providers and their business relationships, and how Business Process Framework supports them, including a description of handling of business-to-business Interactions by Business Process Framework. Associated with this is a separate Application Note (GB921C) describing a Business Operations Map for processes involved in business-to-business interaction.
- An Addendum (GB921G) providing information and guidance to users in how the Business Process Framework can be applied within businesses, and the implications for maintaining alignment with this when extensions and/or adaptations are made in the course of this.
- An Addendum (GB921P) providing an “Business Process Framework Primer” to assist new users of Business Process Framework
- An Addendum (GB912R) introducing Real-World Case Studies in applying Business Process Framework
- A separate Application Note (GB921U) that provides some guidelines to assist users of Business Process Framework in applying this within their businesses
- A separate Application Note (GB921T) that shows how Business Process Framework processes relate to the functional view provided by the ITU-T M.3400 Recommendation (this work was developed in conjunction with ITU-T within the joint Telecom Management Collaboration Focus Group)
- A separate Technical Report (TR143) that was prepared jointly with itSMF (the separate trade body whose members develop ITIL), and which explores the relationship between the ITIL “good practice” framework and the work of TM Forum (in particular, the Business Process Framework) including some recommendations for evolution of the Business Process Framework to strengthen linkage with ITIL, that have been implemented and are documented in GB921D

Note:

Addenda are adjuncts to the main document that are presented separately, to avoid a single document becoming cumbersome due to its size.

Annexes and Appendices both allow material to be removed from a document body, so that the reader is not distracted from the document flow by too much detail. However, these have different statuses within a document: Annexes have equivalent status to the material within the body of the document, i.e. an Annex represents a formal agreement and requirements for the users of the document. Appendices

contain material included for information or general guidance. Also, Addenda have the same status as Annexes.

Thus, a document body, together with its Annexes and Addenda (and their Annexes, if any), represents the normative material presented, while any Appendices in the main document or its Addenda represent non-normative material, included for information only.

In addition, Application Notes are a specific document type, used to provide insight into how a specification or other agreed artifact is used in a particular context or area of application. They are non-normative as they provide information and guidance only within the area concerned.

2. Business Process Framework Introduction

2.1. Purpose of the Business Process Framework

Traditionally in the telecommunications industry, service providers delivered end-to-end services to their customers. As such, the entire value chain was controlled by a single enterprise, if necessary via interconnection arrangements with other service providers. However in a liberalized marketplace, service providers have to respond both to the customer's increased demands for superior customer service and to stiffer competition. They have therefore been expanding their markets beyond their self-contained boundaries and broadening their business relationships.

Service providers face very different regulatory environments and their business strategies and approaches to competition are quite distinct, nevertheless they share several common characteristics:

- Heavily dependent upon effective management of information and communications networks to stay competitive
- Adopting a service management approach to the way they run their business and their networks
- Moving to more of an end-to-end Process Management approach developed from the customer's point of view
- Automating their Customer Care, Service and Network Management Processes
- Need to integrate new BSSs/OSSs with legacy systems
- Focusing on data services offerings
- Focusing on total service performance, including customer satisfaction
- Integrating with current technology (e.g. SDH/SONET and ATM) and new technologies (e.g., IP, DWDM)
- Emphasizing more of a "buy" rather than "build" approach that integrates systems from multiple suppliers

Some service providers choose to operate their own network and/or information technology infrastructure, while others choose to outsource this segment of their business. The effective exploitation of this information technology and network infrastructure, whether directly operated or outsourced, is an integral part of the service delivery chain and directly influences the service quality and cost perceived by the end customer. Service providers will need to become skilled at assessing outsourcing opportunities whether in information technology and/or network infrastructure areas or other areas and then, be skilled at integrating and managing any outsourcing arrangements.

To meet both existing and new demands, Service providers still urgently require well-automated operations processes whether they are incumbent providers or new entrants, and whether communications service providers, application service providers, Internet service providers, etc. Some service providers are struggling with high growth from a start-up phase, others with the commoditization of key cash-cow services, and yet others with the move from a manual-intensive, inconsistent, inflexible environment to one that provides significant improvement in customer focus, service quality, unit cost, and time to market. Service providers have to pervasively do business electronically with trading partners, suppliers and wholesale and retail customers. For the growing Mobile/Wireless and IP Services markets, these service providers are focused on quickly provisioning new customers and supporting service quality issues, while continually reducing development and operating costs. For all service providers, there is an intense drive to introduce both new value-added services and dramatic improvements in customer support. There is also an increasing need for service providers to manage the integration required in mergers and acquisitions activity due to the consolidation trend the industry is now experiencing.

For the full range of service providers and network operators, the leading focus of the TM Forum's mission is to enable end-to-end process automation of the business and operations processes that deliver information and communications services. The Business Process Framework is the framework for accomplishing this mission.

The purpose of the Business Process Framework is to continue to set a vision for the industry to compete successfully through the implementation of business process driven approaches to managing the enterprise. This includes ensuring integration among all vital enterprise support systems concerned with service delivery and support. The focus of the Business Process Framework is on the business processes used by service providers, the linkages between these processes, the identification of interfaces, and the use of Customer, Service, Resource, Supplier/Partner and other information by multiple processes. Exploitation of information from every corner of the business will be essential to success in the future. In an e-business environment, automation to gain productivity enhancement, increased revenue and better customer relationships is vital. Perhaps at no other time has process automation been so critical to success in the marketplace. The over-arching objective of the Business Process Framework is to continue to build on TM Forum's success in establishing:

- An 'industry standard' business process framework.

- Common definitions to describe process elements of an enterprise.

- Agreement on the basic information required to perform each process element within a business activity, and use of this within the overall Framework program for business requirements and information model development that can guide industry agreement on contract interfaces, shared data model elements, and supporting system infrastructure and products.

- A process framework for identifying which processes and interfaces are in most need of integration and automation, and most dependent on industry agreement.

This document, the Business Process Framework and the associated business process modeling, describes for an enterprise the process elements and their relationship that are involved in information and communications services and

technologies management. Additionally, the points of interconnection that make up the end-to-end, customer operations process flows for Fulfillment, Assurance, Billing within Operations, and for Strategy, Infrastructure & Product are addressed.

Note that, although Business Process Framework has been focused on information and communications services and technologies management, this work is also proving to be of interest in other business areas.

Service providers need this common framework of processes to enable them to do business efficiently and effectively with other entities and to enable the development and use of third-party software without the need for major customization. In an e-business environment, this common understanding of process is critical to managing the more complex business relationships of today's information and communications services marketplace. e-business integration among enterprises seems to be most successful through strong process integration. Recent industry fallout, particularly in relation to dotcoms, does not reduce the pressure for e-business automation – it strengthens the need to capitalize on e-business opportunities to be successful.

However, the Business Process Framework is not just an e-commerce or e-business process framework, it supports traditional business processes with the integration of e-business.

2.2. What is the Business Process Framework?

The Business Process Framework is a reference framework or model for categorizing all the business activities that a service provider will use. It is NOT a service provider business model. In other words, it does not address the strategic issues or questions of who a service provider's target customers should be, what market segments should the service provider serve, what are a service provider's vision, mission, etc. A business process framework is one part of the strategic business model and plan for a service provider.

The Business Process Framework is better regarded as a business process framework, rather than a business process model, since its aim is to categorize the process elements and business activities so that these can then be combined in many different ways, to implement end-to-end business processes (e.g. fulfillment, assurance, billing) which deliver value for the customer and the service provider. Key concepts that form the basis for the Business Process Framework are outlined in Annex A, Business Process Framework Concepts, and readers that are not familiar with the Business Process Framework may wish to gain an initial view of these concepts, to provide context before reading the main document.

Previous Business Process Framework (eTOM) Releases have established the Business Process Framework as TM Forum member-approved, with global agreement from the highest conceptual level downwards, and has gone on to take account of real-world experience in applying the Business Process Framework, and to incorporate new detail in process decompositions, flows and business-to-business interaction. Beyond this, the Business Process Framework work has potential to develop further, in areas such as further lower-level process decompositions and flows, applications in specific areas of business, guidelines and assistance in using the Business Process Framework, cost and performance issues associated with the processes, etc. In addition, ongoing feedback from the industry, together with its linkage with the wider Framework program, can be used to guide future priorities for continuing work. It should be noted that the development of a full process framework is a significant undertaking, and the work must be phased over time based on member process priorities and member resource availability. This effect is visible in Business Process Framework's history, from the early work on a business process map that carried through to the Business Process Framework itself, broadening along the way to a total enterprise framework and the current Release.

A great many service providers, as well as system integrators, ASPs and vendors, are working already with the Business Process Framework. They need an industry standard framework for procuring software and equipment, as well as to interface with other service providers in an increasingly complex network of business relationships. Many service providers have contributed their own process models because they recognize the need to have a broader industry framework that doesn't just address operations or traditional business processes.

.identified business processes as a consensus tool for discussion and agreement among service providers and network operators. This encouraged convergence and general support for a broad common base in this area, which has been built on and extended with the Business Process Framework, to enable:

- Focused work to be carried out in TM Forum teams to define detailed business requirements, information agreements, business application contracts and shared data model specifications (exchanges between applications or systems) and to review these outputs for consistency

- Relating business needs to available or required standards

- A common process view for equipment suppliers, applications builders and integrators to build management systems by combining third party and in-house developments

The anticipated result is that the products purchased by service providers and network operators for business and operational management of their networks, information technologies and services will integrate better into their environment, enabling the cost benefits of end-to-end automation. Furthermore, a common industry view on processes and information facilitates operator-to-operator operator-to-customer and operator-to-supplier/partner process interconnection, which is essential for rapid service provisioning and problem handling in a competitive global environment. This process interconnection is the key to e-business supply chain management in particular.

The Business Process Framework work also provides the definition of common terms concerning enterprise processes, sub-processes and the activities performed within each. Common terminology makes it easier for service providers to negotiate with customers, third party suppliers, and other service providers. Annex B, Terminology and Acronym Glossary, contains definitions of Business Process Framework acronyms and terminology.

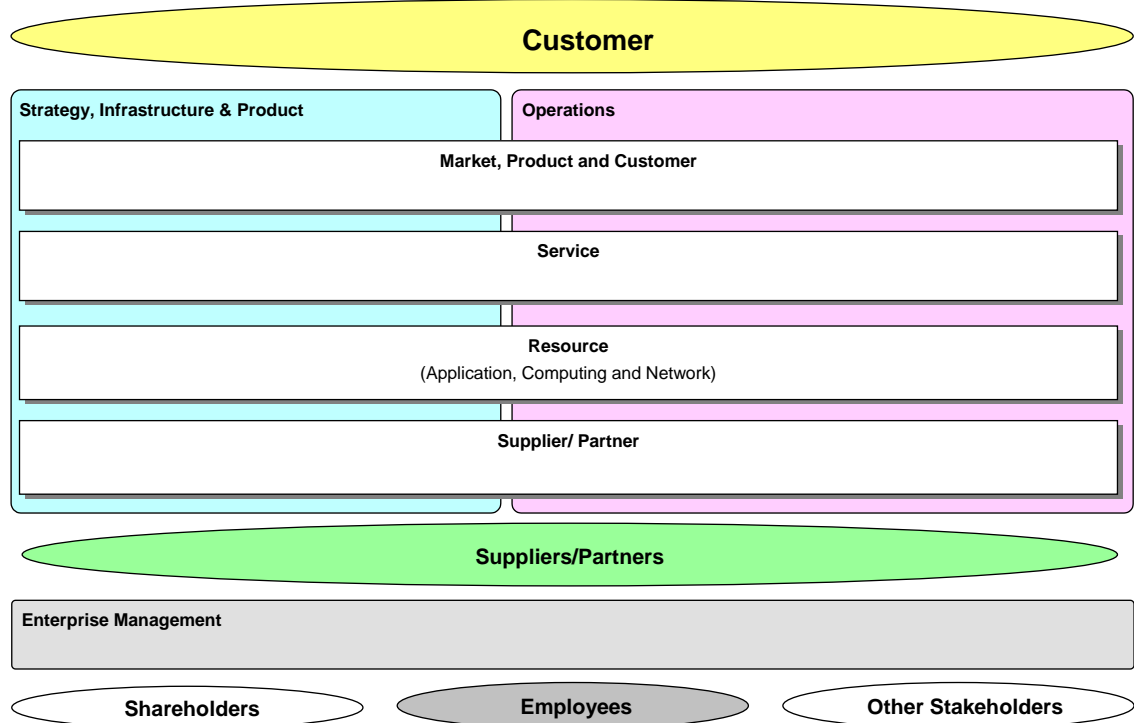


Figure 2-1 Business Process Framework – Level 0 Processes

Figure 2-1 shows the highest conceptual view of the Business Process Framework. This view provides an overall context that differentiates strategy and lifecycle processes from the operations processes in two large process areas, seen as the two major boxes in the upper part of the diagram. It also differentiates the key functional areas as horizontal layers across these process areas. The third major process area, concerned with management of the enterprise itself, is shown as a separate box in the lower part of the diagram. In addition, Figure 2-1 also shows the internal and external entities that interact with the enterprise (as ovals).

Figure 2-2 shows how the three major process areas – designated as Level 0 processes of the Business Process Framework business process framework - are decomposed into their constituent Level 1 process groupings. This view thus provides the Level 1 decomposition of the Level 0 processes and gives an overall view of the Business Process Framework. However, in practice it is the next level – the Level 2 decomposition of the Level 1 processes - at which users tend to work, as this degree of detail is needed in analyzing their businesses. This view is presented later in the document in a series of diagrams examining each area of the Business Process Framework.

Figure 2-2 also shows seven end-end vertical process groupings that are the end-to-end processes that are required to support customers and to manage the business. Amongst these End-end Vertical Process Groupings, the focal point of the Business Process Framework is on the core customer operations processes of Fulfillment, Assurance and Billing (FAB). Operations Support & Readiness (OSR) is differentiated from FAB real-time processes to highlight the focus on enabling support and

automation in FAB, i.e. on-line and immediate support of customers, with OSR ensuring that the operational environment is in place to let the FAB processes do their job. Outside of the Operations process area - in the Strategy, Infrastructure & Product (SIP) process area - the Strategy & Commit vertical, as well as the two Lifecycle Management verticals, are differentiated. These are distinct because, unlike Operations, they do not directly support the customer, are intrinsically different from the Operations processes and work on different business time cycles.

The horizontal functional process groupings in Figure 2-2 distinguish functional operations processes and other types of business functional processes, e.g., Marketing versus Selling, Service Development versus Service Configuration, etc. Amongst these Horizontal Functional Process Groupings, those on the left (that cross the Strategy & Commit, Infrastructure Lifecycle Management and Product Lifecycle Management vertical process groupings) enable, support and direct the work in the Operations process area.

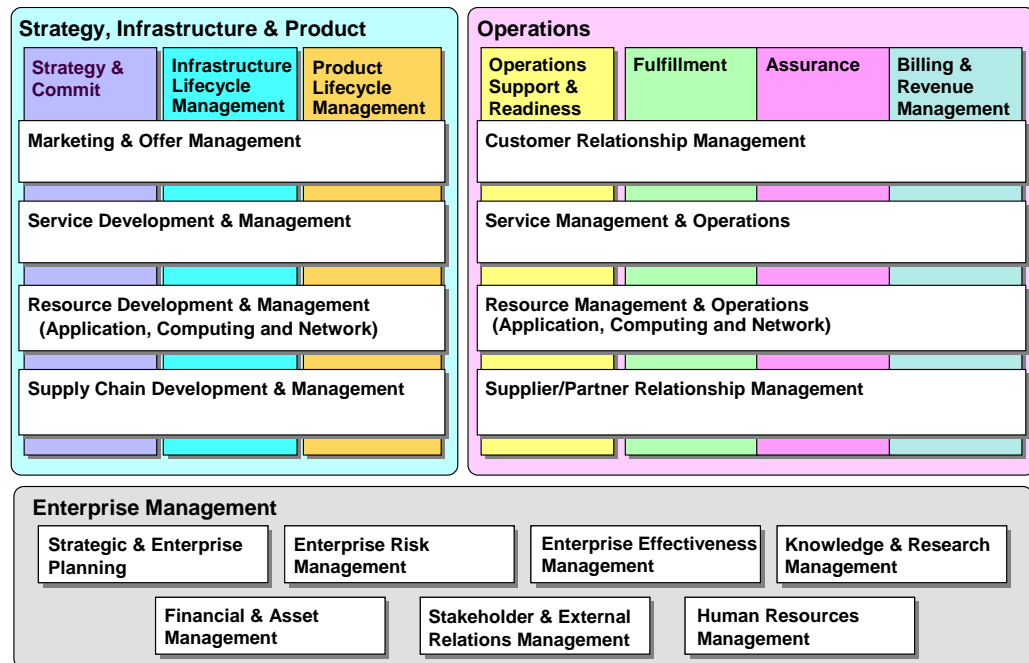


Figure 2-2 Business Process Framework - Level 1 Processes

As can be seen in Figure 2-2, the Business Process Framework provides the following benefits:

- It develops a scope addressing all enterprise processes.
- It distinctly identifies marketing processes to reflect their heightened importance in an e-business world.
- It distinctly identifies Enterprise Management processes, so that everyone in the enterprise is able to identify their critical processes, thereby enabling process framework acceptance across the enterprise.

- It brings Fulfillment, Assurance and Billing (FAB) onto the high-level framework view to emphasize the customer priority processes as the focus of the enterprise.
- It defines an Operations Support & Readiness vertical process grouping, that relates to all the Operations functional layers. In integrating e-business and making customer self-management a reality, the enterprise has to understand the processes it needs to enable for direct and (more and more) online customer operations support and customer self-management.
- It recognizes three process groupings within the enterprise that are distinctly different from operations processes by identifying the SIP processes, i.e., Strategy & Commit, Infrastructure Lifecycle Management and Product Lifecycle Management.
- It recognizes the different cycle times of the strategy and lifecycle management processes and the need to separate these processes from the customer priority operations processes where automation is most critical. This is done by decoupling the Strategy & Commit and the two Lifecycle Management processes from the day-to-day, minute-to-minute cycle times of the customer operations processes.
- It moves from the older customer care or service orientation to a customer relationship management orientation that emphasizes customer self-management and control, increasing the value customers contribute to the enterprise and the use of information to customize and personalize to the individual customer. It adds more elements to this customer operations functional layer to represent better the selling processes and to integrate marketing fulfillment within Customer Relationship Management. Note that Customer Relationship Management within the Business Process Framework is very broadly defined and larger in scope than some definitions of CRM.
- It acknowledges the need to manage resources across technologies, (i.e., application, computing and network), by integrating the Network and Systems Management functional process into Resource Management & Operations. It also moves the management of IT into this functional layer as opposed to having a separate process grouping.
- It recognizes that the enterprise interacts with external parties, and that the enterprise may need to interact with process flows defined by external parties, as in e-business interactions

2.3. Business Process Framework is More Than One Document

It is intended that the Business Process Framework (eTOM) will become a collection of documents and models. The current document set is described earlier in this document. In addition a separate interactive Business Process Framework Model provides a version of the Business Process Framework, processes and flows

intended for automated processing by modeling tools, etc. This is intended to be available in several formats:

- Tool-based (e.g. XML/XMI for import into a general process analysis environment, specific tool formats where available)
- Browsable (e.g. HTML)
- To assist import/use (e.g. Excel)

2.4. Using This Document

A service provider's specific process architecture and organization structure are highly specific and critical aspects of a provider's competitiveness. The Business Process Framework provides a common view of service provider enterprise process elements or business activities that can easily translate to an individual provider's internal approaches. The document is *not* intended to be prescriptive about how the tasks are carried out, how a provider or operator is organized, or how the tasks are identified in any one organization. It is also not prescriptive about the sequence of process elements that are combined to implement end-to-end business process flows.

The Business Process Framework provides a starting point for detailed work coordinated through TM Forum that leads to an integrated set of specifications that will provide real benefit to both suppliers and procurers in enhancing industry service provider enterprise process management capability. The Business Process Framework is not a specification, in the sense that vendors or operators must comply directly. However, it does represent an industry-wide standard way of naming, describing and categorizing process elements. It will enable unambiguous communication and facilitate the development of standard solutions and reuse of business processes. It is not intended to incorporate all the detail of eventual process implementation, but is more a guiding reference for the industry.

One of the strengths of the Business Process Framework is that it can be adopted at a variety of levels, in whole or in part, depending upon a service provider's needs. The Business Process Framework can also act as a translator by allowing a service provider to map their distinct processes to the industry framework. As the process examples are developed, service providers can use and adapt these examples to their own business environment.

The Business Process Framework can be used as a tool for analyzing an organization's existing processes and for developing new processes. Different processes delivering the same business functionality can be identified, duplication eliminated, gaps revealed, new process design speeded up, and variance reduced. Using the Business Process Framework, it is possible to assess the value, cost and performance of individual processes within an organization.

Relationships with suppliers and partners can also be facilitated by identifying and categorizing the processes used in interactions with them. In a similar manner, it is

possible to identify the all-important customer relationship processes and evaluate whether they are functioning as required to meet customers' expectations.

2.5. Intended Audience

The Business Process Framework aims at a wide audience of professionals in the ICT (Information and Communications Technology) industry, an area that has evolved to focus more and more on Services, and hence could now be referred to as Information and Communications Services. For experienced Telecommunications professionals, the Business Process Framework has proven itself to be intuitive; and a strong, common framework of service provider enterprise processes. Through TM Forum Catalyst projects and other work, it has been verified that the Business Process Framework has strong application in many applications and throughout many companies.

More information on use of Business Process Framework within the industry is available at the TM Forum website www.tmforum.org

The Business Process Framework is aimed at service provider and network operator decision makers who need to know and input to the common business process framework used to enable enterprise automation in a cost efficient way. It is also an important framework for specialists across the industry working on business and operations automation. The document or framework supports, and is consistent with, many efforts under way in the industry supporting the need to accelerate business and operations automation in the information and communications services marketplace.

The Business Process Framework will continue to give providers and suppliers a common basis for discussing complex business needs in a complex industry with complex technologies. For both service providers and network operators additional complexities arise from:

- Moving away from developing their own business and operations systems software, to a more procurement and systems integration approach.

- New business relationships between service providers and network operators

The creation of new business relationships and the move away from developing internally are a reaction to market forces. These market forces require service providers and network operators to increase the range of services they offer, reduce time to market for new services, increase speed of service, as well as to drive down systems and operational costs.

The Business Process Framework is also aimed at service provider and network operator employees involved in business process re-engineering, operations, procurement and other activities for:

- Understanding the common business process framework being used to drive integration and automation

Becoming involved in providing processes, inputs, priorities and requirements

The Business Process Framework is also aimed at designers and integrators of business and operational management systems software and equipment suppliers. They can benefit from understanding how management processes and applications need to work together to deliver business benefit to service providers and network operators.

An equally important and related audience is suppliers of management applications, management systems, and networking equipment, who need to understand the deployment environment for their products and solutions.

The Business Process Framework provides a common reference useful in supporting the significant amount of merger and acquisition activity. Common process understanding and a common process framework can greatly improve integration performance for mergers and acquisitions. The Business Process Framework is applicable for an established service provider or a new entrant, 'green field' provider. It is important to note that not all areas defined in the Business Process Framework are necessarily used by all providers. As mentioned earlier, the framework is flexible, so that the process elements the specific service providers require can be selected on a modular basis and at the appropriate level of detail for their needs.

2.6. Benefits of Using the Business Process Framework

- It makes available a standard structure, terminology and classification scheme for describing business processes and their constituent building blocks
- It supplies a foundation for applying enterprise-wide discipline to the development of business processes
- It provides a basis for understanding and managing portfolios of IT applications in terms of business process requirements
- Its use enables consistent and high-quality end-to-end process flows to be created, with opportunities for cost and performance improvement, and for re-use of existing processes and systems
- Its use across the industry will increase the likelihood that off-the-shelf applications will be readily integrated into the enterprise, at a lower cost than custom-built applications

3. The Business Process Framework

The main purpose of this Chapter is to introduce a formal description of the Business Process Framework.

It should be noted that this framework was originally developed from the perspective of the single enterprise, but recognized that internal processes extend across the enterprise boundary to allow for interactions with external parties (customers and suppliers/partners).

In some cases these external interactions can be defined and controlled by the enterprise, and the existing Business Process Framework has assumed that the currently identified process elements would form part of the end-end inter-enterprise or enterprise-to-customer process interaction in these cases.

However, with the rise of e-business, several industries have developed inter-enterprise business process frameworks which specify the structure and flow of process interactions between multiple enterprises. As yet no complete formal B2B inter-enterprise process framework exists for the ICT industry, although aspects of frameworks such as ebXML and RosettaNet are re-useable.

To facilitate the development of a formalized inter-enterprise B2B process framework for the ICT industry, the Business Process Framework team is developing a separate inter-enterprise Business Process Framework B2B Business Operation Map. This work is initially published in GB921B and GB921C (which form part of this document set – see earlier). This work leverages elements of existing industry frameworks, as well as the relevant areas of the existing Business Process Framework itself, where possible.

This chapter describes the Business Process Framework that forms the core structure supporting the single enterprise view as discussed above, and touches only briefly on the inter-enterprise view (where there is some further background in Chapter 4). A more formal description of the inter-enterprise framework and the Business Process Framework B2B Business Operation Map can be found in GB921B and GB921C.


3.1. Core Business Process Framework single enterprise viewpoint

The Business Process Framework considers the service provider's (sometimes termed Communications Service Provider, or CSP) enterprise, and positions this within its overall business context: i.e. the business interactions and relationships, which allow the CSP to carry on its business with other organizations.

This section introduces the Business Process Framework and explains its structure and the significance of each of the process areas within it. It also shows how the Business Process Framework structure is decomposed to lower-level process elements. This explanation is useful for those who decide where and how an enterprise will use the Business Process Framework, and those who may be modifying it for use in their enterprise.

To assist the reader in locating the process area concerned within the Business Process Framework, a graphical icon of the Business Process Framework structure, alongside the text, is provided to draw attention to the relevant framework area. This is highlighted in red to indicate the focus of the associated text or discussion.

3.1.1. Business Process Framework Conceptual View (Level 0)

 The Business Process Framework represents the whole of a service provider's enterprise environment. At the overall conceptual level, the Business Process Framework can be viewed as having three major process areas, as shown in Figure 3-1

- Strategy, Infrastructure & Product - covering planning and lifecycle management (associated with development and delivery)
- Operations - covering the core of operational management
- Enterprise Management - covering corporate or business support management

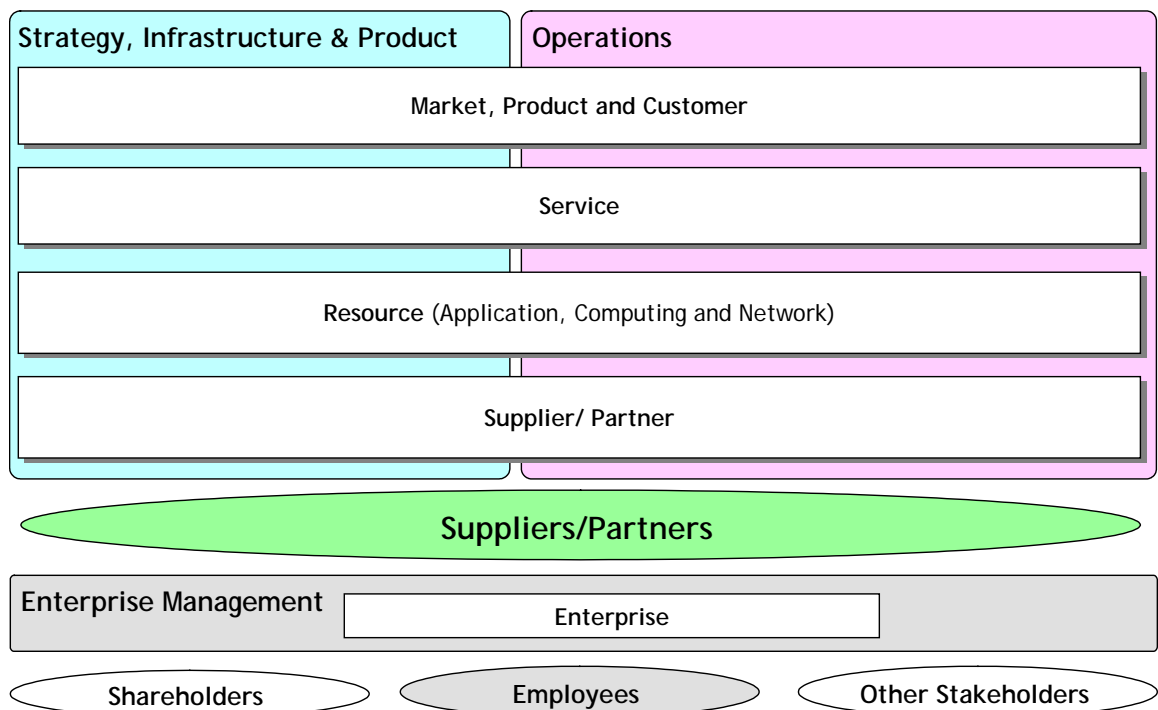
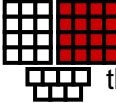



Figure 3-1 Business Process Framework Conceptual Structure

The Conceptual Structure view provides an overall context that differentiates strategy and lifecycle processes from operations processes in two large process areas, seen as the two large boxes towards the top of the diagram, together with a third area beneath which is concerned with enterprise management. It also identifies the key functional process structures in four horizontal blocks across the two upper process areas. In addition, Figure 3-1 shows the internal and external entities (as ovals) that interact with the enterprise.

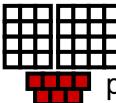
At this highest conceptual level, the three basic process areas are outlined below.



The **Operations** Process Area is the traditional heart of the CSP enterprise, and of the Business Process Framework. It includes all operations processes that support the customer (and network) operations and management, as well as those that enable direct customer operations with the customer. These processes include both day-to-day and operations support and readiness processes. The Business Process Framework view of Operations also includes sales management and supplier/partner relationship management.



The **Strategy, Infrastructure & Product** Process Area includes processes that develop strategies and commitment to them within the enterprise; that plan, develop and manage the delivery and enhancement of infrastructures and products; and that develop and manage the Supply Chain. In the Business Process Framework, infrastructure refers to more than just the resource (IT and network) infrastructure that directly supports products and services. It also includes the operational and organizational infrastructure required to support marketing, sales, service and supply chain processes, e.g., Customer Relationship Management (CRM). These processes direct and enable processes within the Operations process area.

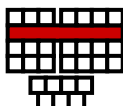


The **Enterprise Management** Process Area includes those basic business processes that are required to run and manage any large business. These generic processes focus on both the setting and achieving of strategic corporate goals and objectives, as well as providing those support services that are required throughout an Enterprise. These processes are sometimes considered to be the corporate functions and/or processes. e.g., Financial Management, Human Resources Management processes, etc... Since Enterprise Management processes are aimed at general support within the Enterprise, they may interface as needed with almost every other process in the Enterprise, be they operational, strategy, infrastructure or product processes.

The conceptual view of the Business Process Framework addresses both the major process areas as above and, just as importantly, the supporting functional process structures, depicted as horizontal blocks in Figure 3-1. The functional process blocks reflect the major expertise and areas of focus required to pursue the business. The four functional process blocks are described below:

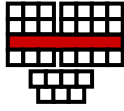


The **Market, Product and Customer** processes include those dealing with sales and channel management, marketing management, and product and

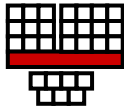


offer management, as well as operational processes such as managing the customer interface, ordering, problem handling, SLA management and billing.

The **Service** processes include those dealing with service development and delivery of service capability, service configuration, service problem management, quality analysis, and rating.

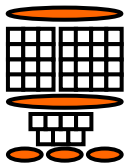


The **Resource** processes include those dealing with development and delivery of resource (network and IT) infrastructure, and its operational management including aspects such as provisioning, trouble management and performance management. Resource infrastructure supports products and services, as well as supporting the enterprise itself.



The **Supplier/Partner** processes include those dealing with the enterprise's interaction with its suppliers and partners. This involves both processes that develop and manage the Supply Chain that underpins product and infrastructure, as well as those that support the operational interface with its suppliers and partners.

Additionally, in Figure 3-1 the major entities with which the enterprise interacts are shown. These are:



Customers, to whom products are sold by the enterprise: the focus of the business!

Suppliers, who provide resources or other capabilities, bought and used by the enterprise directly or indirectly to support its business

Partners, with whom the enterprise co-operates in a shared area of business

Employees, who work for the enterprise to pursue its business goals

Shareholders, who have invested in the enterprise and thus own stock

Stakeholders, who have a commitment to the enterprise other than through stock ownership.

3.1.2. Business Process Framework CxO Level View (Level 1)

Below the conceptual level, the Business Process Framework (eTOM) is decomposed into a set of Level 1 process groupings, which provide a first level of detail at which the entire enterprise can be viewed (see Figure 3-2). These process groupings are considered from the perspective of the CEO, CIO, CTO, etc, in that the performance of these processes determines the success of the enterprise.

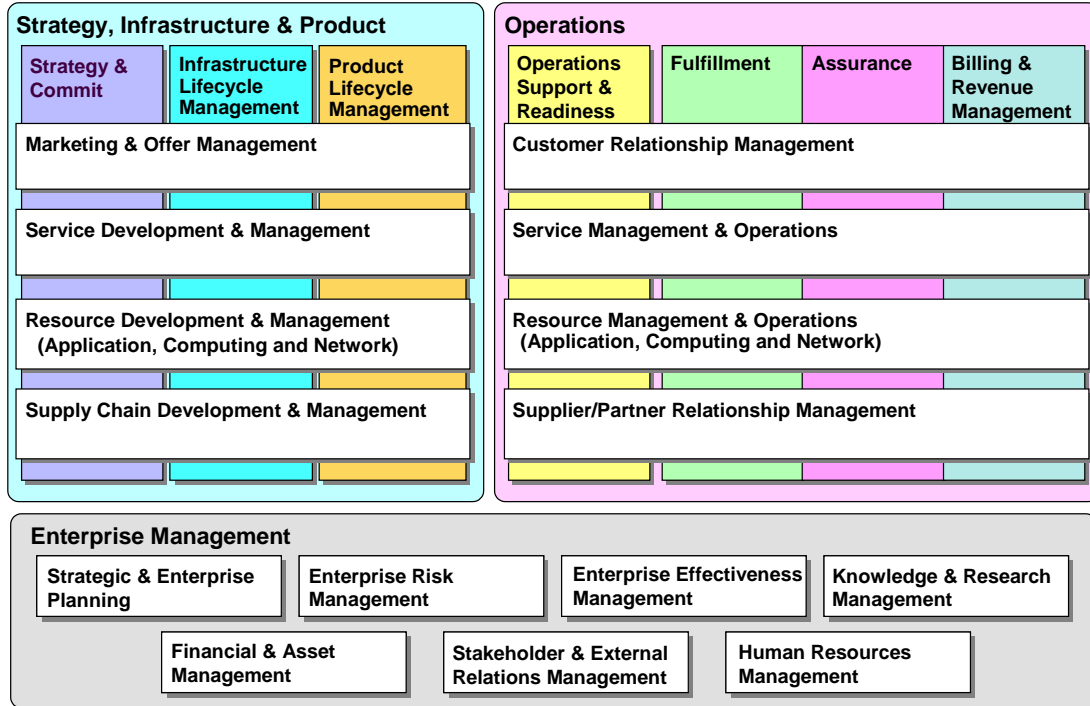
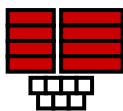


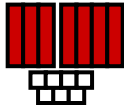
Figure 3-2 Business Process Framework Level 0 View of Level 1 Process Groupings

The Business Process Framework is defined as generically as possible, so that it is independent of organization, technology and service. The eTOM is basically intuitive, business driven and customer focused. To reflect the way businesses look at their processes, the eTOM supports two different perspectives on the grouping of the detailed process elements:



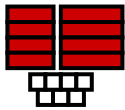
Horizontal Level 1 process groupings, which represent a view of functionally-related processes within the business, such as those involved in managing contact with the customer or in managing the supply chain. This structuring by horizontal functional process groupings is useful to those who are responsible for creating the capability that enables, supports or automates the processes. The horizontal functional process groupings can therefore often represent the CIO's view of the Business Process Framework. The IT teams will look at groups of IT functions which tend to be implemented together e.g. the front-of-house applications in the Customer Relationship Management process grouping, back-of-house applications in the Service Management & Operations process grouping which focus on managing information about the services that are packaged for sale to customers, or the network management applications in the Resource Management & Operations process grouping which focus on the technology which delivers the services. Typical organization workgroups also tend to align with these horizontal functional process groupings as the required knowledge and skills tend to be contained into these functional processes, e.g. the front-of-house workgroups in the Customer Relationship Management process grouping, back-of-house workgroups customers in the Service Management & Operations process grouping which focus on managing information about the services that are packaged for sale to customers, or

the network management workgroups services in the Resource Management & Operations process grouping which focus on the technology which delivers the services.

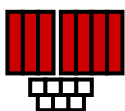


Vertical Level 1 process groupings, which represent a view of end-to-end processes within the business, such as those involved in the overall billing flows to customers. This end-to-end view is important to those people who are responsible for changing, operating and managing the end-to-end processes. These processes tend to span organization boundaries, and so the end-end effectiveness of these processes is an area of concern to senior management and particularly the CEO. The end-end vertical process groupings can therefore often represent the CEO's view of the Business Process Framework. These people are more interested in the outcomes of the process and how they effectively support customer needs in total - rather than worrying about the IT or the specific workgroups that need to work together to deliver the result.

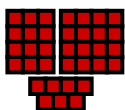
The Business Process Framework was developed to help build and implement the processes for a service provider. It has been developed as a structured catalogue or hierarchical taxonomy of process elements which can be viewed in more and more detail. Since in any taxonomy each element must be unique, it was decided from the start that the primary top-level hierarchy of process elements would be the functional (horizontal) groupings. The end-to-end process (vertical) groupings are arranged as an overlay on the horizontal groupings



When viewed in terms of the **Horizontal Functional process groupings**, the Business Process Framework follows a strict hierarchy where every element is only associated with or parented to a single element at the next higher hierarchical level. In a taxonomy, any element must be unique, i.e. it must be listed only once. Figure 3-2 shows the Level 1 horizontal functional process groupings into which the Business Process Framework is decomposed.



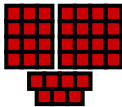
Additionally, the Business Process Framework is intended to help service providers manage their end-to-end business processes. With this in mind, the Business Process Framework shows how process elements have a strong association with one (or several) end-to-end vertical business processes (e.g. Fulfillment, Assurance, Billing & Revenue Management, Product Lifecycle Management etc., which are introduced later in this Chapter). These **Vertical End-To-End process groupings** are essentially overlays onto the hierarchical top-level horizontal groupings, because in a hierarchical taxonomy an element cannot be associated with or parented to more than one element at the next higher level. Note that the eTOM decomposition hierarchy operates exclusively through the Horizontal Functional process groupings described above, and that these Vertical End-To-End process groupings therefore do not form part of the actual decomposition hierarchy. The Vertical End-To-End process groupings should thus be viewed as ancillary views or arrangements of the associated Level 2 process elements, provided for information only, as "overlays" on the actual process hierarchy.



The overlay of the horizontal functional process groupings and the vertical end-to-end process groupings forms the inherent matrix structure of the Business Process

Framework. This matrix structure is the core of one of the innovations and fundamental benefits of the Business Process Framework. It offers for the first time a standard language and structure for the process elements that can be understood and used by both the people specifying and operating the end-to-end business, and also those people who are responsible for creating the capability that enables the processes (whether automated by IT or implemented manually by workgroups).

The integration of all these processes provides the enterprise-level process framework for the service provider, and Figure 3-2 reveals the process detail to Level 1. As process decomposition proceeds, each level is decomposed into a set of constituent process elements at the level below. Thus, Level 0 is decomposed into Level 1 processes, Level 1 into Level 2, and so on.



Thus, the Enterprise Level 0 conceptual view decomposes into seven Level 1 vertical end-end process groupings, as well as eight Level 1 horizontal functional process groupings in four layers. These vertical and horizontal process groupings represent alternative views relevant to different concerns about the way that processes should be associated. Note that we will see that these alternatives have been selected to yield a single, common view of the Level 2 processes defined at the next level of decomposition, and hence do not represent a divergence in the modeling.

In addition, there are seven additional enabling and support Level 1 process groupings within Enterprise Management. This full view of the Level 1 processes is shown in Figure 3-2.

3.1.3. Operations Process Area Level 1 Process Groupings

To be useful to a service provider, the Business Process Framework must help the service provider to develop and operate their business processes. This section shows how the matrix structure of the Business Process Framework offers for the first time a standard language and structure for the process elements that are understood and used by both the people specifying and operating the end-to-end business, and also those people who are responsible for creating the capability that enables the processes (whether automated by IT or implemented manually by workgroups).

Operations Vertical Process Groupings



The Operations (OPS) process area contains the direct operations vertical end-end process groupings of Fulfillment, Assurance & Billing (the FAB process groupings), together with the Operations Support & Readiness process grouping (see Figure 3-3). The FAB process groupings are sometimes referred to as Customer Operations processes.

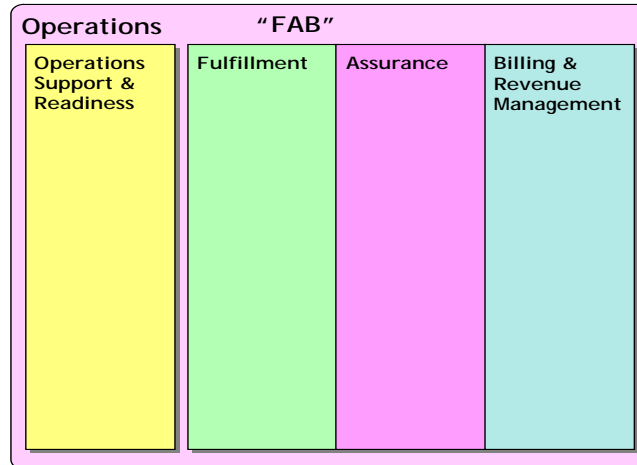
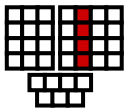
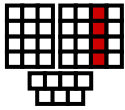


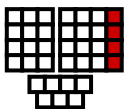
Figure 3-3 Business Process Framework OPS Vertical Process Groupings



Fulfillment: this vertical end-end process grouping is responsible for providing customers with their requested products in a timely and correct manner. It translates the customer's business or personal need into a solution, which can be delivered using the specific products in the enterprise's portfolio. This process informs the customers of the status of their purchase order, ensures completion on time, as well as ensuring a delighted customer.



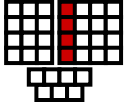
Assurance: this vertical end-end process grouping is responsible for the execution of proactive and reactive maintenance activities to ensure that services provided to customers are continuously available and performing to SLA or QoS performance levels. It performs continuous resource status and performance monitoring to proactively detect possible failures. It collects performance data and analyzes them to identify potential problems and resolve them without impact to the customer. This process manages the SLAs and reports service performance to the customer. It receives trouble reports from the customer, informs the customer of the trouble status, and ensures restoration and repair, as well as ensuring a delighted customer.



Billing & Revenue Management: this vertical end-end process grouping is responsible for the collection of appropriate usage records, determining charging and billing information, production of timely and accurate bills, for providing pre-bill use information and billing to customers, for processing their payments, and performing payment collections. In addition, it handles customer inquiries about bills, provides billing inquiry status and is responsible for resolving billing problems to the customer's satisfaction in a timely manner. This process grouping also supports prepayment for services.

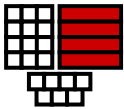
For a high-level view of how the Business Process Framework can be used to create Fulfillment, Assurance and Billing & Revenue Management process flows, see GB921F.

In addition to these FAB process groupings, the OPS process area of the Business Process Framework contains a new, fourth vertical end-end process grouping: Operations Support & Readiness (see Figure 3-3).



Operations Support & Readiness: this vertical end-end process grouping is responsible for providing management, logistics and administrative support to the FAB process groupings, and for ensuring operational readiness in the fulfillment, assurance and billing areas. In general, end-end processes in this grouping are concerned with activities that are less “real-time” than those in FAB, and which are typically concerned less with individual customers and services and more with ensuring the FAB vertical end-end processes run effectively. A clear example of this type of processes is the staffing capacity management processes which are used to ensure efficient operation of call centers. They reflect a need in some enterprises to divide their processes between the immediate customer facing and real-time operations of FAB and other Operations processes which act as a “second-line” or “operations management back-room”. Not all enterprises will choose to employ this split, or to position the division in exactly the same place, so it is recognized that in applying the Business Process Framework in particular scenarios, the processes in Operations Support & Readiness and in FAB may be merged for day-to-day operation. Nevertheless, it is felt important to acknowledge this separation to reflect a real-world division that is present or emerging in many enterprises. The separation, definition and execution of the Operations Support & Readiness processes can be critical in taking advantage of e-business opportunities, and is particularly important for successful implementation of Customer Self Management.

Operations Horizontal Functional Process Groupings



In the OPS process area of the Business Process Framework, there are four OPS functional process groupings that support the operations processes discussed above, and also the management of operations to support customer, service, resource and supplier/partner interactions (see Figure 3-4).

Note that the ITU-T TMN Logical Layered Architecture with business, service, and network layers was originally used to help organize the core business processes, as this facilitated mapping of the management functions defined in TMN, to the processes. This loose coupling has been maintained in the evolution of the Business Process Framework, since the TMN layering approach is still relevant. More widely, the TM Forum is working with ITU-T to harmonize the Business Process Framework and TMN models. See References for further information on ITU-T TMN.

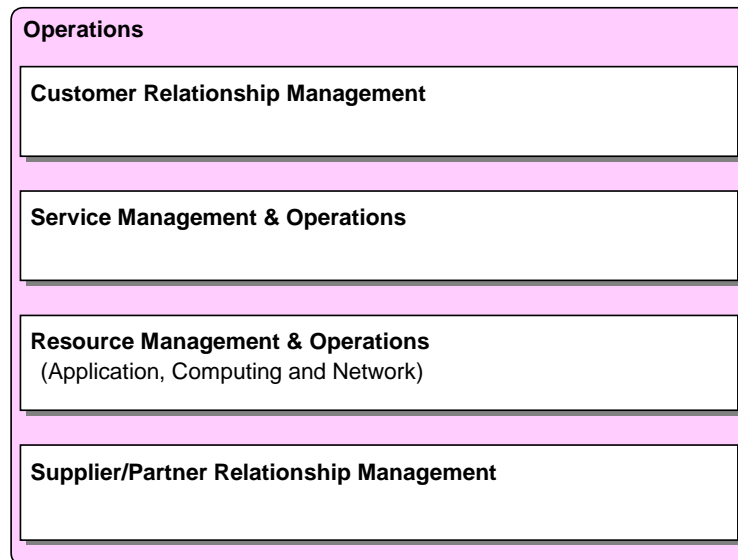
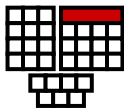


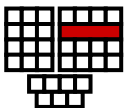
Figure 3-4 Business Process Framework Operations Horizontal Functional Process Groupings



Customer Relationship Management (CRM): this horizontal functional process grouping considers the fundamental knowledge of customers needs and includes all functionalities necessary for the acquisition, enhancement and retention of a relationship with a customer. It is about customer service and support, whether storefront, telephone, web or field service. It is also about retention management, cross-selling, up-selling and direct marketing for the purpose of selling to customers. CRM also includes the collection of customer information and its application to personalize, customize and integrate delivery of service to a customer, as well as to identify opportunities for increasing the value of the customer to the enterprise.

CRM applies to both conventional retail customer interactions, as well as to wholesale interactions, such as when an enterprise is selling to another enterprise that is acting as the ‘retailer’.

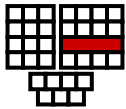
CRM makes no distinction between manual or automated interactions with customers, nor whether interactions are by paper, telephone, web-based transactions or some other alternative arrangement.



Service Management & Operations (SM&O): this horizontal functional process grouping focuses on the knowledge of services (Access, Connectivity, Content, etc.) and includes all functionalities necessary for the management and operations of communications and information services required by or proposed to customers. The focus is on service delivery and management as opposed to the management of the underlying network and information technology. Some of the functions involve short-term service capacity planning for a service instance, the application of a service design to specific customers or managing service improvement initiatives. These functions are closely connected with the day-to-day customer experience.

The processes in this horizontal functional process grouping are accountable to meet, at a minimum, targets set for Service Quality, including process performance and customer satisfaction at a service level, as well as Service Cost.

The Business Process Framework differentiates day-to-day operations and support from planning and development and other strategy and lifecycle processes. This better depicts the structure of an enterprise, especially in an e-business era.

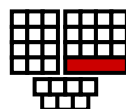


Resource Management & Operations (RM&O): this horizontal functional process grouping maintains knowledge of resources (application, computing and network infrastructures) and is responsible for managing all these resources (e.g. networks, IT systems, servers, routers, etc.) utilized to deliver and support services required by or proposed to customers. It also includes all functionalities responsible for the direct management of all such resources (network elements, computers, servers, etc.) utilized within the enterprise. These processes are responsible for ensuring that the network and information technologies infrastructure supports the end-to-end delivery of the required services. The purpose of these processes is to ensure that infrastructure runs smoothly, is accessible to services and employees, is maintained and is responsive to the needs, whether directly or indirectly, of services, customers and employees. RM&O also has the basic function to assemble information about the resources (e.g. from network elements and/or element management systems), and then integrate, correlate, and in many cases, summarize that data to pass on the relevant information to Service Management systems, or to take action in the appropriate resource.

In an e-business world, application and computing management are as important as management of the network resources. Moreover, network, computing and applications resources must increasingly be managed in a joint and integrated fashion. To cope with these needs, the Business Process Framework includes the Resource Management & Operations process grouping (together with the corresponding Resource Development & Management grouping within SIP), to provide integrated management across these three sets of resources: applications, computing and network. These areas also encompass processes involved with traditional Network Element Management, since these processes are actually critical components of any resource management process, as opposed to a separate process layer.

The RM&O processes thus manage the complete service provider network and sub-network and information technology infrastructures.

The Business Process Framework differentiates day-to-day operations and support from planning and development, and other strategy and lifecycle processes. This better depicts the structure of an enterprise, especially in an e-business era.



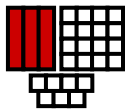
Supplier/Partner Relationship Management (S/PRM): this horizontal functional process grouping supports the core operational processes, both the customer instance processes of Fulfillment, Assurance and Billing and the functional operations processes. Supplier/Partner Relationship Management (S/PRM) processes align closely with a supplier's or partner's Customer Relationship Management processes. The inclusion of distinct Supplier/Partner Relationship Management processes in the Business Process Framework enables the direct interface with the appropriate

lifecycle, end-to-end customer operations or functional processes with suppliers and/or partners. The processes include issuing requisitions and tracking them through to delivery, mediation of requisitions as required to conform to external processes, handling problems, validating billing and authorizing payment, as well as quality management of suppliers and partners.

It is important to note that when the enterprise sells its products to a partner or supplier, this is done through the enterprise CRM processes, which act on behalf of the supplier or the enterprise in such cases. Supplier/Partner processes only cover the buying of services by the enterprise.

3.1.4. Strategy Infrastructure & Product Process Area Level 1 Process Groupings

SIP Vertical End-end Process Groupings



The Strategy and Commit, Infrastructure Lifecycle Management and Product Lifecycle Management process groupings, are shown as three vertical end-to-end process groupings (see Figure 3-5). The Strategy and Commit vertical end-end process grouping provides the focus within the enterprise for generating specific business strategy and gaining buy-in within the business for this. Product Lifecycle Management vertical end-end process grouping drives and supports the provision of products to customers, while the Infrastructure Lifecycle Management vertical end-end process grouping delivers of new or enhanced infrastructure on which the products are based. Their focus is on meeting customer expectations whether as product offerings, the infrastructure that supports the operations functions and products, or the suppliers and partners involved in the enterprise's offering to customers.

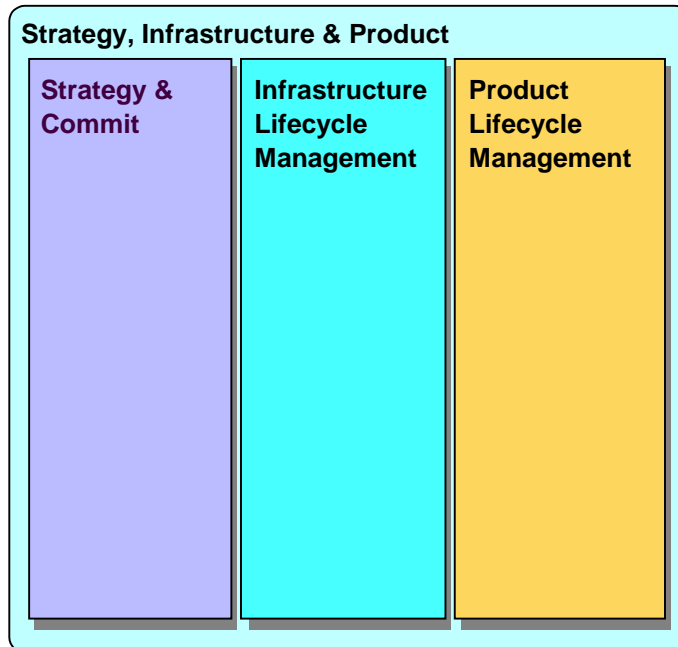
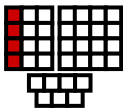
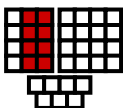


Figure 3-5 Business Process Framework SIP Vertical End-end Process Groupings

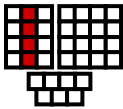


Strategy & Commit: this vertical end-end process grouping is responsible for the generation of strategies in support of the Infrastructure and Product Lifecycle processes. It is also responsible for establishing business commitment within the enterprise to support these strategies. This embraces all levels of operation from market, customer and products, through the services and the resources on which these depend, to the involvement of suppliers and partners in meeting these needs. Strategy & Commit processes are heavily focused on analysis and commitment management. These processes provide the focus within the enterprise for generating specific business strategy and gaining buy-in within the business to implement this strategy. Strategy & Commit processes also track the success and effectiveness of the strategies and make adjustments as required.

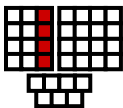


Lifecycle Management vertical end-end process groupings drive and enable core operations and customer processes to meet market demand and customer expectations. Performance of Lifecycle processes are viewed at the highest levels of the enterprise, due to their impact on customer retention and competitiveness. There are two end-to-end Lifecycle Management processes introduced in the Business Process Framework, i.e., Infrastructure and Product. Both end-end processes have a development and deployment nature, in terms of introducing new infrastructure, or a new product. Infrastructure Lifecycle Management deals with development and deployment of new infrastructure, assessing performance of the infrastructure and taking action to meet performance commitments. Product Lifecycle Management deals with introducing new products, in the form of services delivered to customers, and assessing and taking action on product performance.

The Business Process Framework consciously decouples the Lifecycle Management processes from day-to-day operations processes represented by the Operations Processes (Operations Support & Readiness, Fulfillment, Assurance & Billing). In the past, some of these processes were not distinguished from the core operations framework and this sometimes resulted in some confusion and lack of guidance for designing processes. Lifecycle Management vertical end-end processes have different business cycle times, different types of objectives for the enterprise and are inherently different processes than operations processes, i.e., enabling processes rather than operations processes. Mixing these processes with the customer operational processes diminishes focus on the Lifecycle Management vertical end-end processes. In addition, Lifecycle Management processes need to be designed to meet cycle time and other performance characteristics critical to the success of the enterprise, e.g., new product time to market, and infrastructure unit cost. The Lifecycle Management end-end processes interact with each other. The Product Lifecycle Management vertical end-end process drives the majority of the direction for the Infrastructure Lifecycle Management vertical end-end processes either directly or indirectly, for example. However Infrastructure Lifecycle Management vertical end-end processes are also driven by decisions within the Strategy & Commit vertical end-end processes to deploy new infrastructure in support of new business directions. These processes prepare the customer and functional operations processes to support customer interaction for products, providing the infrastructure for the products to use and providing the supplier and partner interface structure for the enterprise offers. To enable and support customer and functional operations, these processes often have to synchronize for on-time and quality delivery.

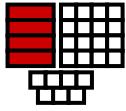


Infrastructure Lifecycle Management. this vertical end-end process grouping is responsible for the definition, planning and implementation of all necessary infrastructures (application, computing and network), as well as all other support infrastructures and business capabilities (operations centers, architectures, etc.). This applies in connection with the resource layer or any other functional layer, e.g., CRM Voice Response Units, required to provide Information and Communications products to the Customer and to support the business. These vertical end-end processes identify new requirements, new capabilities and design and develop new or enhanced infrastructure to support products. Infrastructure Lifecycle Management vertical end-end processes respond to needs of the Product Lifecycle Management vertical end-end processes whether unit cost reductions, product quality improvements, new products, etc.



Product Lifecycle Management. this vertical end-end process grouping is responsible for the definition, planning, design and implementation of all products in the enterprise's portfolio. The Product Lifecycle Management vertical end-end processes manage products to required profit and loss margins, customer satisfaction and quality commitments, as well as delivering new products to the market. These lifecycle processes understand the market across all key functional areas, the business environment, customer requirements and competitive offerings in order to design and manage products that succeed in their specific markets. Product Management processes and the Product Development process are two distinct process types. Product Development is predominantly a project-oriented process that develops and delivers new products to customers, as well as new features and enhancements for existing products and services.

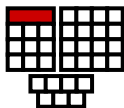
SIP Horizontal Functional Process Groupings



Corresponding to the Operations horizontal functional process groupings (see above), there are four horizontal functional process groupings in the Strategy Infrastructure & Product process area also (see Figure 3-6). These support the SIP vertical end-end processes described above and the management of operations to support marketing and offer, service, resource and supply chain interactions.

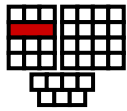


Figure 3-6 Business Process Framework SIP Horizontal Functional Process Groupings

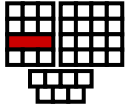


Marketing & Offer Management. this horizontal functional process grouping focuses on the knowledge of running and developing the core business for a service provider enterprise. It includes functionalities necessary for defining strategies, developing new products, managing existing products and implementing marketing and offering strategies especially suitable for information and communications products and services.

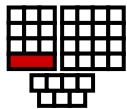
Marketing and offer management are well known business processes, especially in the more competitive e-business environment, where the rate of innovation and brand recognition determine success. Although most companies carry out all these activities, depending upon the size of the company, they are combined in a variety of ways. These processes are enabling processes, but also the key processes that are accountable for commitment to the enterprise for revenue, overall product results and profit and loss. These processes deal with the creation of product, markets and channels; they manage market and product strategies, pricing, sales, channels, new product development (and retirement), marketing communications and promotion.



Service Development & Management: this horizontal functional process grouping focuses on planning, developing and delivering services to the Operations domain. It includes processes necessary for defining the strategies for service creation and design, managing existing services, and ensuring that capabilities are in place to meet future service demand.

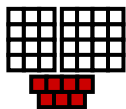


Resource Development & Management: this horizontal functional process grouping focuses on planning, developing and delivering the resources needed to support services and products to the Operations domain. It includes processes necessary for defining the strategies for development of the network and other physical and non-physical resources, introduction of new technologies and interworking with existing ones, managing existing resources and ensuring that capabilities are in place to meet future service needs.



Supply Chain Development & Management: this horizontal functional process grouping focuses on the interactions required by the enterprise with suppliers and partners, who are involved in maintaining the supply chain. The supply chain is a complex network of relationships that a service provider manages to source and deliver products. In the e-business world, companies are increasingly working together with suppliers and partners (synergistic clusters, coalitions and business ecosystems) in order to broaden the products they offer and improve their productivity. These processes ensure that the best suppliers and partners are chosen as part of the enterprise supply chain. They help to support sourcing decisions made by the enterprise, and ensure that the capabilities are in place for interaction between the enterprise and its suppliers and partners. They ensure that the contribution of suppliers and partners to the supply chain is timely and delivers the required support, and that their overall contribution is as good or better than for vertically integrated enterprises. These processes include establishing and maintaining all the information flows, managing any mediation required, and financial flows between the provider and supplier.

3.1.5. Enterprise Management Process Area Level 1 Process Groupings



This process area includes those processes that manage enterprise-wide activities and needs, or have application within the enterprise as a whole. They encompass all business management processes that:

- are necessary to support the whole of the enterprise, including processes for financial management, legal management, regulatory management, process, cost and quality management, etc.;
- are responsible for setting corporate policies, strategies and directions and for providing guidelines and targets for the whole of the business, including strategy development and planning, for areas such as Enterprise Architecture, that are integral to the direction and development of the business;
- occur throughout the enterprise, including processes for project management, performance assessments, cost assessments, etc.

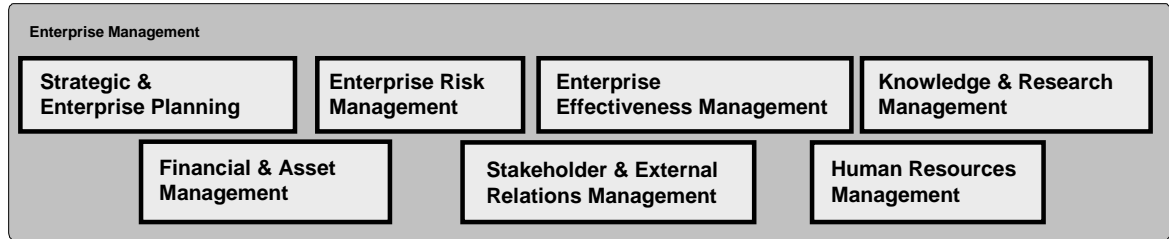
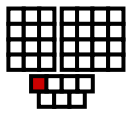


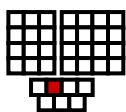
Figure 3-7 Business Process Framework Enterprise Management Process Groupings

Many process groupings within Enterprise Management (see Figure 3-7) will contain elements that relate to both policy setting and support of the enterprise. For example, Human Resources Management is concerned with both strategy and direction as well as supporting the management of Human Resources throughout the enterprise¹.

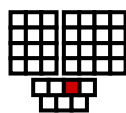
These processes are sometimes collectively considered as the “corporate” functions and/or processes.



Strategic & Enterprise Planning: this enterprise management process grouping focuses on the processes required to develop the strategies and plans for the service provider enterprise. This process grouping includes the discipline of Strategic Planning that determines the business and focus of the enterprise, including which markets the enterprise will address, what financial requirements must be met, what acquisitions may enhance the enterprise's financial or market position, etc. Enterprise Planning develops and coordinates the overall plan for the business working with all key units of the enterprise. These processes drive the mission and vision of the enterprise. Enterprise Architecture Management is also a key process within this process grouping. This also directs IT across the enterprise, provides IT guidelines and policies, funding approval, etc. (note that IT development and management processes are managed within the Resource Development & Management horizontal functional process grouping).



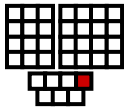
Enterprise Risk Management: this enterprise management process grouping focuses on assuring that risks and threats to the enterprise value and/or reputation are identified, and appropriate controls are in place to minimize or eliminate the identified risks. The identified risks may be physical or logical/virtual. Successful risk management ensures that the enterprise can support its mission critical operations, processes, applications, communications in the face of a serious incidents, from security threats/violations and fraud attempts.



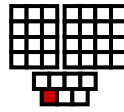
Enterprise Effectiveness Management: this enterprise management process grouping focuses on defining and providing the tools, methodologies and training to ensure that the enterprise operational processes and activities are managed and run efficiently and effectively. These processes ensure that the enterprise’s operational

¹ Note that functionality associated with a process grouping that is not required throughout the enterprise will not normally be located within Enterprise Management (for example, Human Resource Management issues specific to Call Centers are likely to be associated with the processes in Operations directly involved in this area).

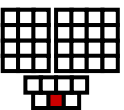
processes evolve as required over time; that program and project management processes are effective; and that quality and performance management processes are effective.



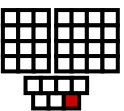
Knowledge & Research Management: this enterprise management process grouping focuses on knowledge management, technology research within the enterprise and evaluation of potential technology acquisitions.



Financial & Asset Management: this enterprise management process grouping focuses on managing the finances and assets of the enterprise. Financial Management processes include Accounts Payable, Accounts Receivable, Expense Reporting, Revenue Assurance, Payroll, Book Closings, Tax Planning and Payment etc. The Financial Management processes collect data, reports on and analyzes the results of the enterprise. They are accountable for overall management of the enterprise income statement. Asset Management processes set asset policies, track assets and manage the overall corporate balance sheet.



Stakeholder & External Relations Management: this enterprise management process grouping focuses on managing the enterprise's relationship with stakeholders and outside entities. Stakeholders include shareholders, employee organizations, etc. Outside entities include regulators, local community, and unions. Some of the processes within this grouping are Shareholder Relations, External Affairs, Labor Relations, and Public Relations.



Human Resources Management: this enterprise management process grouping focuses on the processes necessary for the people resources that the enterprise uses to fulfill its objectives. For example, Human Resources Management processes provide salary structures by level, coordinates performance appraisal and compensation guidelines, sets policies in relation to people management, employee benefit programs, labor relations, including Union contract negotiations, safety program development and communication, employee review policies, training programs, employee acquisition and release processes, retirement processes, resource planning and workplace operating policies. Moreover it defines the organization of the enterprise and coordinates its reorganizations.

Note that Human Resources Management processes are concerned with preparing people to carry out their assigned tasks (e.g., organizing training, remuneration, recruiting, etc.). The actual assignment of specific tasks is the responsibility of Work Force Management processes.

3.2. External Interactions

The Business Process Framework recognizes that any single organization interacts with external parties. The major parties recognized by the Business Process Framework are customers, suppliers/partners, employees, shareholders and other stakeholders.

External interactions from/to a service provider to other parties can be achieved by a variety of mechanisms including:

- Exchange of emails or faxes
- Call Centers
- Web Portals
- Business to Business (B2B) automated transactions
- Other means....

In order to show how the Business Process Framework accommodates processes and transactions amongst a service provider and the external parties (that may be trading partners), it is useful to visualize the Business Process Framework against this external environment, and Figure 3-8 tries to illustrate this.

In Figure 3-8, the external environment is shown diagrammatically by:

two horizontal “bars”, the first one positioned above SIP and the Operations process areas (the *Sell Side*), and the second one positioned under the SIP and the Operations process areas (the *Buy Side*). These represent the two aspects of trading interactions in the external environment.

one vertical bar, representing the external environment and all the external parties with links to the two horizontal bars which represent the majority on the interactions that occur.

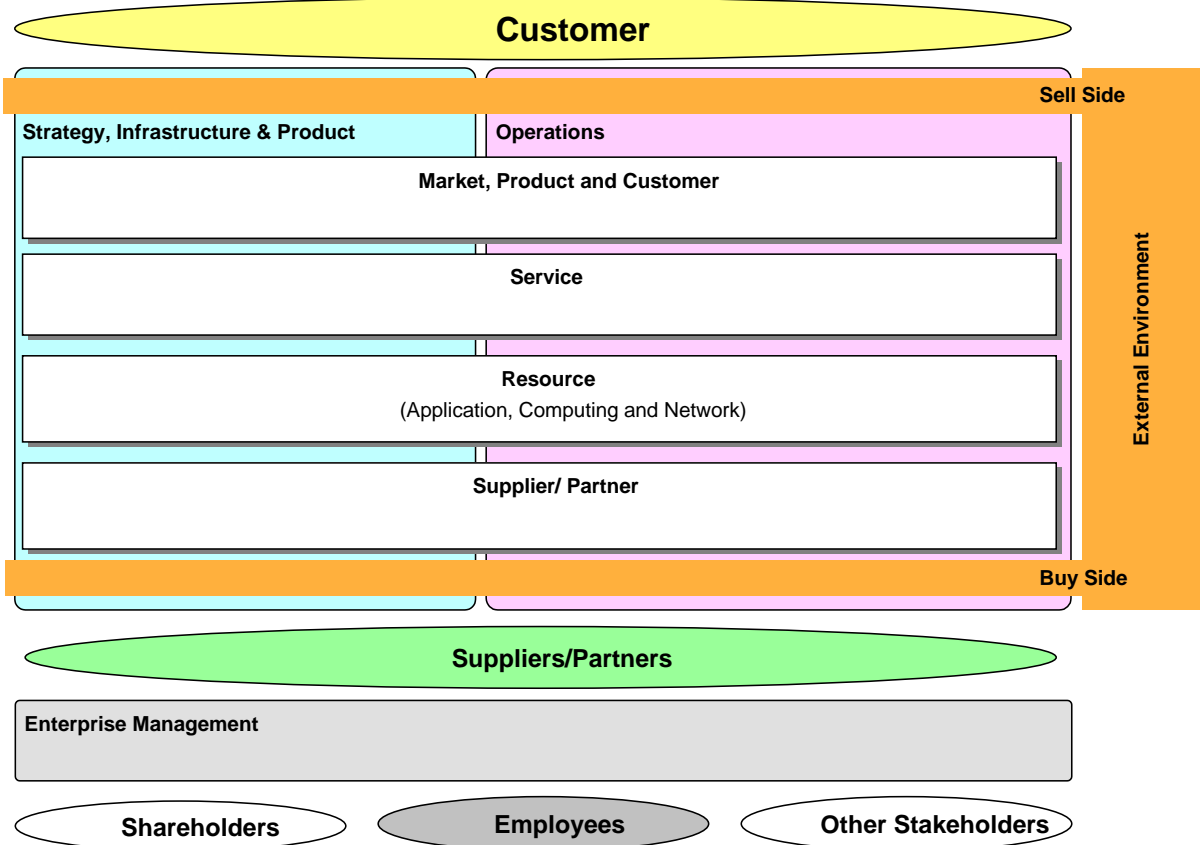


Figure 3-8 Business Process Framework and the external environment

When the interaction with the external environment is by way of B2B trading processes, the nature and approach of these external interactions is often defined by organizations which are separate to the single enterprise. The process interactions must then be based on the concept of shared public processes, which synchronize the internal processes amongst trading partners. These shared processes have a defined “buy” and a “sell” side, which interact in a trade between a service provider and its Suppliers/Partners. Complex interactions of this kind can then be considered to consist of an appropriate set of “buy” and “sell” interactions/transactions.

B2B process interactions, and potentially other electronic interactions with customers or suppliers/partners, have specific externally specified interaction requirements. This requires that the Business Process Framework recognizes that a degree of mediation may be required as part of the process flow between the single enterprise and external parties.

When the Enterprise is trading externally, involving the use of Application-to-Application integration based on public processes, these are modeled by the added “bars”. They represent the agreed industry processes to support trading with customer and partners. Some of these trading relationship with partners may involve third parties such as marketplaces, agents, trust providers, etc. which also form part of this external environment.

Further detail of the process components that support this form of external interaction is provided in GB921B and GB921C. Some further information is provided in Chapter 4 following.

3.3. Process Flow Modeling Approach

A basic process flow modeling methodology has been used to show how the eTOM process elements should be used to design process flows consistent with the Business Process Framework. The methodology is available in an outline form at this time and will be updated based on what proves to work well for the activity. This outline business process modeling methodology is documented separately in GB921F.

A top-down approach was adopted in the framework development phase. This enabled the definition of the Business Process Framework at the Enterprise level in a series of Level 1 process groupings. These Level 1 processes are split into Vertical (i.e. “end-to-end”) and Horizontal (i.e. functional) groupings, with the dependant Level 2 processes positioned within the Vertical and the Horizontal grouping appropriate to the process concerned. As described in the process methodology, the Business Process Framework uses hierarchical decomposition to structure the business processes.

Through hierarchical decomposition, complex entities can be structured and understood by means of the formalization of their components. Hierarchical decomposition enables detail to be defined in a structured way. Hierarchical decomposition also allows the framework to be adopted at varying levels and/or for different processes.

For the Business Process Framework, each process element has a detailed description that can include (as appropriate) the process purpose, its basic inputs and outputs, its interfaces, high level information requirements and business rules.

The Business Process Framework process flow modeling depicts process flows in a swim lane approach that drives end-to-end process and process flow-through between the customer and the supporting services, resources and supplier/partners.

Based on the above-described process modeling approach, the Business Process Framework process work starts at Level 0, the enterprise level, and shows the component Level 1 processes (see Figure 3-2). Each Level 1 process is then decomposed into its Level 2 component processes, etc.

Some examples of business process flows are presented in GB921F.

3.4. Summary

The Business Process Framework is an enterprise process framework for service providers. The processes of the enterprise fall into four major categories with twelve enterprise level process groupings in all.

The main strengths of the Business Process Framework are that it:

- Provides an enterprise-wide total business process framework for the service provider
- addresses not only operations and maintenance aspects, but covers all significant enterprise process areas
- supports e-business, introducing concepts such as Retention and Loyalty, a new Business Relationship Context Model, Supplier/Partner Relationship Management, etc.
- covers not only the area of network management, but enlarges its scope to application and computing management and the management integration beginning to be required.
- decouples lifecycle management, including development processes, from operations and day-to-day processes.
- can represent both the Framework (static) and be used for the process flow (dynamic) view, including high level information requirements and business rules for strong linkage to automation solutions.
- provides a process Framework reflecting the most current thinking in designing and documenting processes.
- provides a sound reference process framework for the ICT industry in the e-business era

The Business Process Framework (eTOM) already has this standing, not only because it builds on and enhances previous business process analysis and modeling and analysis, but because its continuing development has extensive service provider involvement, including adoption by many service providers, vendors, integrators and process tool developers.

4. The emergence of e-business within the ICT Market

The application of the latest technologies is transforming access to information, which in turn is revolutionizing the ways companies can share the information and can use it to interact with their customers. This process is resetting customer expectations and as they experience and adapt to this new way of conducting business, with its improvements in both service and levels of control, they are becoming increasingly intolerant of organizations that are incapable of delivering to these new standards.

In this new paradigm, the distinction between products and services often blurs. Success depends on creating new 'product offerings and experiences' in which customers see value. Value is now defined in terms of the whole customer experience. Customers value one-stop shopping, selection choices, personalization of service and the empowerment gained from self-service. The common denominator is making life easier and simpler for the customer.

To meet and deliver against these new customer expectations, information-centric business designs have to be developed and investment in technology is required to support their implementation. Priorities include the need to integrate and share data with partners to give both a better integration of the supply chain and a unified approach to order entry, fulfillment and delivery.

This chapter introduces e-business, what it is and the impact its emergence is having on service providers. A simple model is then presented that helps clarify the main concepts that relate to e-business and some of the standardization related activities that have emerged in response to this phenomenon are introduced. The issues that are raised for the eTOM business process framework by these developments are then summarized as a prelude to Chapter 5.

4.1. What is e-business?

In general e-business is understood as the interaction amongst business partners with the help of information technologies. It refers not only to buying and selling over the Internet (or other computer network), but also to servicing customers and collaborating with business partners.

The term e-business has often been interchanged with the term e-commerce. However, it is becoming increasingly accepted that the use of e-commerce should be restricted to referring to just those web transactions (mainly business-to-consumer) which are used while buying and selling services and goods over the Internet.

An e-business Enterprise is then, an enterprise that utilizes Internet and related technologies to compete effectively in its business space. The technologies enable it to act more efficiently and effectively by facilitating better customer interactions, streamlining interfaces with partners and suppliers and in general, improving the quality and competitiveness of their offerings.

e-business's can be characterized as communities of complementary organizations linked together to create unique business entities that are easy to re-configure in response to evolving customer needs. The central theme of e-business becomes the delivery of "value" by creating and utilizing end-to-end value streams that are based on an integrated and customer-centric technological foundation. Communities of complementary organizations are tied by these streams and form an extended enterprise that is transparent to the customer. These communities are effectively in competition with each other and not just the fronting companies.

A core focus for e-business is therefore on relationships between organizations, in part, because relationships that were previously not possible are now feasible; but also because it also makes possible the streamlining and automation of the existing value network, resulting in significant productivity gains for all parties.

4.2. Implications of e-business for Service Providers

As new technologies and markets emerge, enterprises have to adapt or die. Technologies affect customer needs while customer needs influence business designs. As business designs emerge, they affect processes and processes influence both customer expectation, and the next generation of technology.

In response to this new paradigm, it is imperative that enterprises integrate business, technology and processes. They must redefine the way in which they operate by using new technology-based business designs, creating new inter-enterprise processes, and integrating operations to support changing customer requirements. A service provider's business management team has to understand what can be enabled by the application of technology to their business and then realize a strategy that can underpin the transition. Failure to do so will result in an inability to meet changing customer demands, offerings that lack in quality, and ever increasing costs. Competition from more agile and efficient rivals will lead to the organization's demise.

The three principal reasons service providers must integrate e-business and traditional business processes are therefore:

Customer expectations and the need to move to an approach that focuses on the management of Customer Relationships and the importance of improving customer retention and increasing the value customers contribute to the enterprise.

Productivity gains and the need to ensure that these can continue to be obtained.

Provision of a broader range of products and services to customers - this, for the Information and Communications Technology industry (more than almost any other industry) requires a focus on better collaboration between and integration of processes.

The processes required in an e-business environment are fundamentally different from those in a traditional business environment. An enterprise that is to transition

successfully to e-business must determine the processes they implement based on criteria such as:

- Their relevance to their customers needs

- The contribution they make to providing an integrated and unique identity for the enterprise,

- How critical they are to the enterprises operational performance

Other considerations that should influence process design include:

- Exceptions should be handled excellently. In other words, process problems are identified in real time and actions to support the customer are taken real time.

- Business rules should be easily configured and applied automatically

- The ability to treat a process as an asset that can be assessed, replaced, outsourced, as appropriate to improve the operation of the business.

4.2.1. How can a service provider migrate towards e-business

There are several alternative approaches to implementing e-business. Some companies are treating e-business (and e-commerce) as separate units. Some are overlaying e-business on traditional business operation. Yet other businesses are approaching e-business as a replacement of traditional business channels. The most successful e-business enterprises integrate e-business and traditional business channels where cost, quality and profit can be best rationalized. This is much more than just throwing together a set of web pages to front an organization, although integrating storefront and Web operations is clearly a key part of the model for some businesses.

The integration of e-business and traditional business channels is the model that is most applicable to service providers in the information and communications sectors. Undertaking such an integration is typically a substantial exercise. The use of systematic Business Process Framework as a basis for structuring the existing business and to help understand and guide the integration of e-business into an existing business can have major benefits.

The TM Forum mission of Business Process Automation based on standards and common frameworks/models with plug and play flexibility has never been more relevant. Business Process Framework addresses the total business process framework required for a service provider enterprise operating in the ICT industry. It recognizes the need to integrate traditional business and e-business processes. And it provides a basis for understanding how to migrate from a current to a desired organizational structure.

The systematic use of the Business Process Framework also makes it easier to evaluate and improve the processes themselves. Employing business process modeling techniques contributes to the goals and profitability of service providers. Using consistent modeling techniques for Business Development and Information Systems Development brings noticeable efficiency improvements and removes barriers within those enterprises and across cooperative, inter-corporation projects.

Service providers that use systematic business process modeling to manage and improve their businesses have a much greater chance of migrating their existing organizational structure to encompass new challenges, the current of which is fully embracing the e-business paradigm.

4.3. An e-business Reference Model

e-business involves increasingly complex networks of relationships to operate. Figure 4-1 depicts the sets of relationship groupings involved in a value network in the ICT industry. The value network must operate with the efficiency of a self-contained enterprise, which requires managing the network on a process rather than an organizational basis. The model explicitly shows the use of the Business Process Framework by the service provider at its core. It is only shown here to simplify the figure and its presence is not intended to imply that its use by the service provider is prescribed, just that the service provider would probably benefit from its use. Likewise, it is not intended to preclude the use of the Business Process Framework by the other entities shown within the value network. These entities may or may not make use of the Business Process Framework.

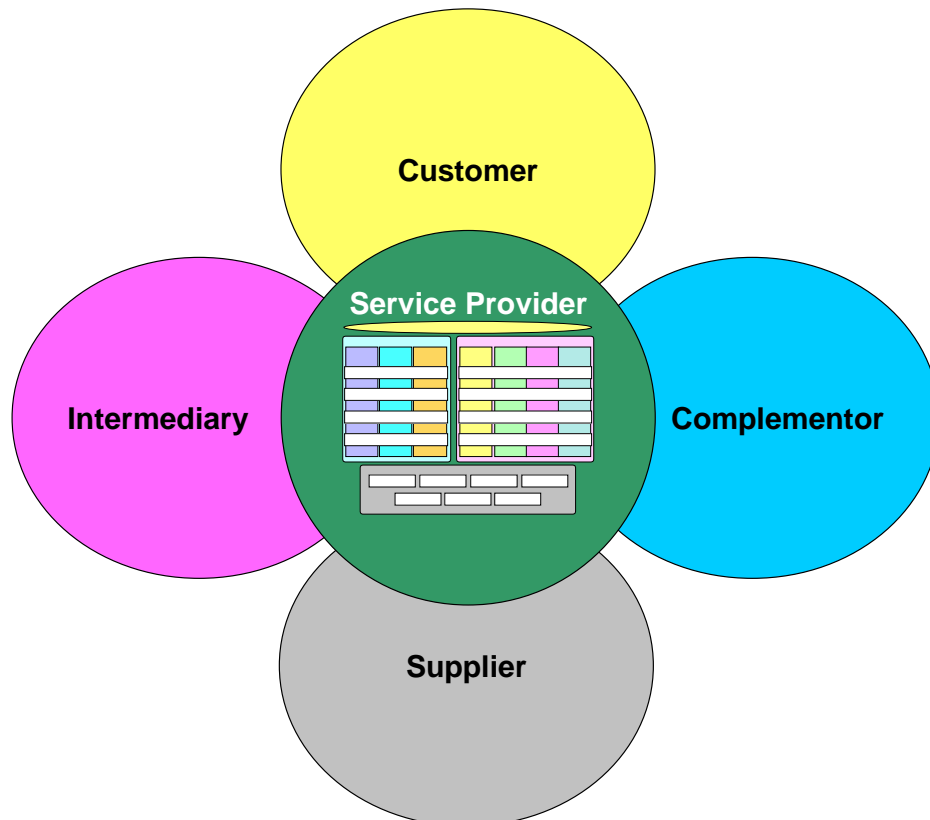


Figure 4-1 The e-business Reference Model²

² Based on P. Keen and M. McDonald, *The e-Process Edge*, Osborne/McGraw-Hill, Berkeley, CA, 2000.

The roles of the entities in the Value Network shown in Figure 4-1 are described below.

4.3.1. Customer

The **Customer** is responsible for ordering, using and (usually) paying for service products. The customer may represent an end customer, where the product provided by the value network is consumed, or a wholesale customer that resells the product provided, generally with some added value. Depending on the customer's activities, there may be a further refinement of this role as follows:

The **Subscriber** role is responsible for concluding contracts for the service products subscribed to and for paying for these products.

The **End User** role makes use of the products.

4.3.2. Service Provider

The **Service Provider** presents an integrated view of service products to the customer. It is responsible for the contractual interface with the customer to, sell products to the customer, provide the customer with contact and support, and bill the customer for the products supplied. The service provider can deliver some or all of a service product to the customer itself, or it might subcontract out provision of parts, or even all, of the product to other service providers while maintaining the customer-facing role of the one-stop shop. The service provider is responsible for acting on behalf of the value network it represents in relationships with Intermediaries as well as with the customer.

4.3.3. Complementary Provider

The **Complementary Provider** extends the product provided by the service provider and offers additional capability that the service provider is not itself offering to the customer, i.e. it complements the product being provided by the service provider and adds value to it, but is not essential for provision of the product itself. It could act, for instance, as a specialist **Content Provider** to a service provider that is operating a mobile phone service. The complementary provider is in a partnership with the service provider and can enhance the service provider's product to the customer with its own products, thus making interactions with the service provider more attractive and convenient for the customer. A business relationship between the complementary provider and the customer may exist, depending on the nature of the product being provided and possibly on the business culture of the environment. Frequently, products offered by a complementary provider are co-branded.

4.3.4. Intermediary

The **Intermediary** supplies a service for a fee. For example, a localized selling function in a market where the service provider has a limited presence and/or understanding of, is a typical service provided by an intermediary. The service provided could be an information service enabling customers to locate service providers most appropriate to their specific needs, or the provision of an environment

in which providers can make their products known to customers in an electronic marketplace or trading exchange (infomediary).

At a time of Internet globalization an Intermediary can play an important role as it can promote market transparency by overcoming the geographic constraints that used to limit knowledge about the products available. Functional intermediaries provide a specific function, such as selling, electronic payment or authentication.

4.3.5. Supplier

The **Supplier** interacts with the service provider in providing hardware, software, solution and services which are assembled by the service provider in order to deliver its solutions or services to the customer. The service provider is bounded by its suppliers' ability to deliver.

Note that individual enterprises can adopt multiple roles in different value networks. For example a service provider may be the customer facing service provider in one value network, while in another may complement, or act as an intermediary, for another service provider. In today's fast-moving marketplace, these relationships can be very short-lived compared with the more static relationships of the traditional telecommunications market.

The implications of e-business developments, and how these are supported by the Business Process Framework, are discussed in a separate Application Note [Ref 10].

5. Annex A – Business Process Concepts

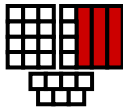
5.1. Overview

So that the Business Process Framework can be understood and used effectively, it is essential to review the key concepts that were the basis for creating and evolving the Business Process Framework. These concepts were used to make the Business Process Framework highly effective for the integration of e-business process design and assessment with traditional business processes.

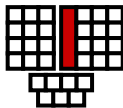
These concepts make use of terminology and ideas explained in more detail later; for example, references to “levels” of decomposition.

To assist the reader in understanding the process area within the Business Process Framework that relate to a particular paragraph or section, a graphical icon of the Business Process Framework is provided alongside text to draw attention to the relevant area. This is highlighted in red to indicate the focus of the following text or discussion.

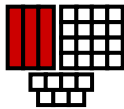
5.2. Business Concepts



1. **The Business Process Framework focus is on the customer and the processes that directly support the customer.** In the Level 0 View of the Business Process Framework, the three end-to-end (vertical) process groupings of Fulfillment, Assurance and Billing are depicted. These processes are also referred to as Customer Operations. These processes directly interface and support the customer and are the priority focus of the enterprise.



2. **The Business Process Framework has an Operations Support & Readiness end-to-end (vertical) grouping that includes those processes needed to ensure that Customer Operations processes can respond with what the customer requires, in a timeframe and cost the customer requires, including delighting the customer with delivery and support.** The Fulfillment, Assurance and Billing (FAB) vertical end-end processes, supported by the horizontal functional processes, need to be enabled and supported to function for the customer on an online and immediate basis. To support FAB end-end processes, Operations Support & Readiness processes prepare information, products, services and resources, as well as suppliers and partners to deliver and support individual customer service instances.



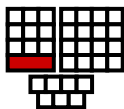
3. **Processes which are essential to drive and support the Customer Operations and Operations Support & Readiness groupings are referred to as Strategic, Infrastructure and Product (SIP). This grouping consists of three Level 1 end-to-end (vertical) process groupings, i.e., Strategy & Commit; Infrastructure Lifecycle Management and Product Lifecycle Management. The end-end processes in these groupings are separated from Operations because they are characteristically different than Operations processes as listed below.**

These end-end process groupings do not focus on direct interface with the customer.

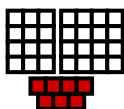
These end-end process groupings address business activities which are critical to the enterprise, understanding its markets and developing what is required to enable delivery to customer expectations.

Each of these end-end process groupings in Strategic, Infrastructure and Product (SIP) have different business time cycles. , i.e., as you move from right to left, generally the time cycle becomes longer. E.g. strategies change less often than Infrastructures, which change less often than Products, which change less often than Operations Support Processes, which change less often than customer Fulfillment, Assurance or Billing requests. The Business time cycles in Strategic, Infrastructure and Product (SIP) are quite different to those of the Operations processes.

Each of the end-end process groupings in Strategic, Infrastructure and Product (SIP) have process similarities among them, but they are very different compared with the Operations end-end processes.

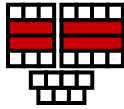
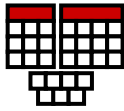


4. **The Business Process Framework focuses on e-business opportunities and therefore integrates the processes occurring within the Enterprise with those of partners and suppliers.** The Business Process Framework supports both traditional business processes and those that are e-business enabled. e-business requires a heightened focus on Supply Chain Management. The Supplier/Partner process grouping consists of Supplier/Partner Relationship Management and Supply Chain Development & Management. Supplier/Partner Relationship Management provides the operational interface and support between the enterprise and its suppliers and partners. Supply Chain Development & Management processes include the developing of relationships and managing the service provider's supply chains.



5. **The Business Process Framework includes an Enterprise Management process area so that all service provider processes are included.** Service providers consistently employ enterprise or corporate level processes to manage and support their businesses. These process groupings have significant importance for service providers and have unique or custom requirements for Information and Communications service providers in the information and communications sector.

5.2.1. Business Process Framework and Process Implementation Concepts



6. The Business Process Framework uses both the terms “product” and “service” and these terms focus on specific parts of the Business Process Framework. The **Product view** focuses on what the service provider offers to its customers. The horizontal functional processes that determine the customer’s needs and match these to the offerings from the service provider are placed in the Market, Product and Customer functional (horizontal) grouping. The **Service view** focuses on the hardware and the information necessary to support and deliver a Product to the customer. The horizontal functional processes that determine these details and enable these items are placed in the Service and the Resource functional (horizontal) groupings. For a full definition of “Product” and “Service” as they are used in the Business Process Framework, see Terminology and Glossary.

7. **The Business Process Framework is organized with both end-to-end (vertical) and functional (horizontal) process groupings.** Below the very conceptual level, there are seven End-to-End (vertical) processes that deliver for the enterprise. At Level 1 of the Framework, there are fifteen Functional (horizontal) process groupings which support the execution of the vertical processes. The Business Process Framework Level 1 End-to-End (Vertical) Processes are:



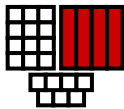
Strategy & Commit

Infrastructure Lifecycle Management

Product

Lifecycle

Management

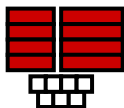


Operations Support & Readiness

Fulfillment

Assurance

Billing



The Level 1 Functional (Horizontal) Process groupings are:

Marketing & Offer Management

Customer Relationship Management

Service Development & Management

Service Management & Operations

Resource Development & Management

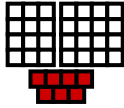
Resource Management & Operations

Supply Chain Development & Management

Supplier/Partner

Relationship

Management



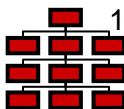
- Strategic & Enterprise Planning
- Enterprise Risk Management
- Enterprise Effectiveness Management
- Financial & Asset Management
- Knowledge & research Management
- Stakeholder & External Relations Management
- Human Resources Management

8. Service providers interact with many external and internal entities. The Business Process Framework groups these into five entity groupings:



- Customers (the SP sells to them)
- Suppliers/Partners (the SP buys from them or co-operates with them)
- Shareholders (the SP obtains financial resources from them)
- Employees (the SP obtains their services to execute the processes of the enterprise)
- Other Stakeholders (include Regulators, Media, Local Community, Government, Labor Unions, Competitors, etc.)

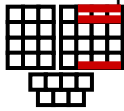
9. Business to Business Application of the Business Process Framework is supported within the framework. The Business Process Framework recognizes that some process interactions may be defined by parties external to the enterprise, and that mediation process may be required to join the internally and externally defined processes.



10. The Business Process Framework is structured in hierarchical decomposition of all Processes in the Enterprise. For all process elements, the Business Process Framework generally decomposes the process elements into three levels below the very high conceptual view of the Framework. This allows the Framework to be adopted at varying levels by service providers and suppliers.

11. The process elements in the Business Process Framework include every process element or activity used by the Enterprise. All areas of the enterprise must be able to unambiguously identify where their key activities would be mapped. This is essential to having the Framework accepted by all units in the Enterprise.

12. The Business Process Framework clearly defines each process element. Each process element in the framework is a category that allows actual activities in the enterprise to be unambiguously assigned to a category. This modularized approach makes it easier for processes to be re-used, updated or replaced independently. The solutions based on this framework can then be built by using Commercial-off-the-Shelf (COTS) product, since solution vendor will increasingly structure and describe their offerings consistently with the Business Process Framework.



13. **Process elements can be included in more than one end-end process grouping, where it is necessary to deliver consistency across several end-end processes.** Processes that appear in more than one end-to-end process grouping may provide the same functionality in several groupings or may provide somewhat different functionality, to support each specific process grouping. For example, Customer Interface Management processes are used in Fulfillment, Assurance and Billing, with the content of the interaction being different, but overall the interface must have a consistent look and feel.
14. **The Business Process Framework process elements are defined as generically as possible to support all Products, Services and Channels that are used within the enterprise.** The Business Process Framework is technology, organization and service Independent.
15. **Each service provider will choose to implement their reference process flows differently; according to their business vision and mission, their target markets and strategies, etc.** A methodology for building reference Process Flows using the Business Process Framework process elements as building blocks is described in Gb921F. There is no intent to make Reference Process Flows prescriptive as there will be numerous different implementations of flows. What is essential to ensure clear communications between service providers is that each one builds up their Reference using the industry-standard Business Process Framework process elements as building blocks.
16. **The Business Process Framework process flows and decompositions are designed to link Input, process element and output, and to provide a high-level definition of information requirements and business rules.** This level of process information and discipline creates the opportunity for better linkage to systems work.

5.3. End-to-End Process Flow Concepts

The Business Process Framework includes a considerable amount of process flow modeling to support and apply the process decompositions. This modeling will continue to be developed for the process areas of the Business Process Framework which have a high priority for member organizations. Process flow modeling, definition of high level information requirements and business rules are essential elements in linking to systems analysis and design for development and delivery of automation solutions. The process decomposition and flow modeling are also critical linkages to the Framework systems initiatives.

This chapter addresses end-to-end process flow concepts in relation to the Business Process Framework. It first gives some general information on how the process flow work is done using the Business Process Framework and then looks at the

Operations processes separately from the Strategy, Infrastructure and Product processes.

5.3.1. Business Process Framework Process Flows

Process flow modeling using the Business Process Framework follows the hierarchical process decomposition and description of each process element in the hierarchies. There are two types of process flow in the Business Process Framework. First, there are the process flows for an individual process that has been decomposed to a level where it is convenient for a process 'thread' to be developed, e.g., Credit Authorization. In this context, thread is used to encompass the local process flow concerning the individual process concerned. The second type of process flow has a larger scope, and is more of a picture that connects the most important elements of several process threads to provide an 'end-to-end' process flow, e.g., service request. This type of process flow typically represents an area of business solution, and will begin to be added to the Business Process Framework in subsequent releases.

Whether a process thread or an end-to-end process flow, each process involved is initiated by an event(s), e.g., a customer inquiry, and ends with a result(s), e.g., credit approved. The sequence of process steps to achieve the required overall result(s) is shown, with an association made to the high level information involved as inputs or outputs. In early input/output diagrams, each high level process showed its high level input and output, but the inputs and outputs were not defined and were not tied to a specific process activity. This deficiency is addressed in process flow modeling with the Business Process Framework, which will provide this information as more and more process flow modeling is completed.

Current process modeling methodologies use a swim lane approach to process flow diagramming, and so does the Business Process Framework. For the most part, the swim lanes are the functional layers of the Business Process Framework, e.g., CRM, SM&O, RM&O, S/PRM within the Operations area. Swim lanes are the horizontal layers into which the process elements and their flows are mapped. The top swim lane represents the customer. Using a swim lane approach to process flow modeling enables better:

- End-to-end process flow design, e.g., from customer request to correctly provided service
- Process flow through design, e.g., from customer to resource element
- Customer contact and interface process design, due to better visibility of the interfaces with the customer and the gaps between them
- Value add process element focus in process design
- Visibility of too many hand-offs, too much specialization, etc.

5.3.2. Operations Processes

Figure A.1 shows the Operations portion of the Business Process Framework decomposed into the Operations Support & Readiness vertical end-end process grouping plus the three customer operations vertical end-end process groupings of Fulfillment, Assurance and Billing & Revenue Management. The purpose is to show

in more detail the predominant processes that need to be involved - integrated and automated - to support the vertical end-to-end, customer operations processes of Fulfillment, Assurance and Billing & Revenue Management as well as the Operations Support & Readiness processes.

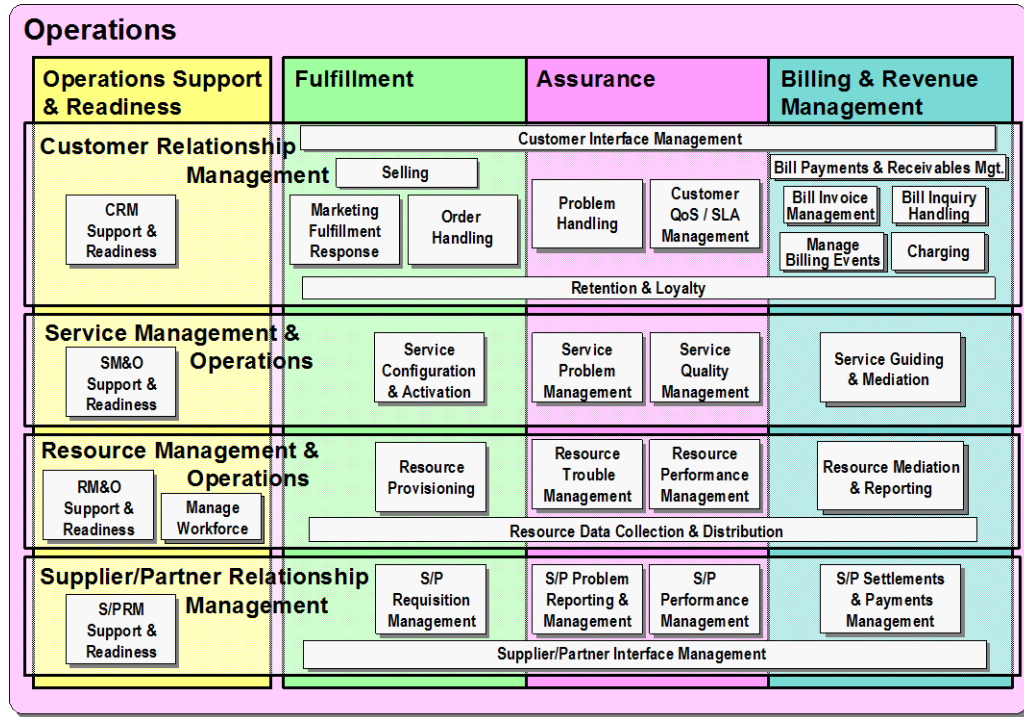


Figure A.1: The Operations End-To-End Process Breakdown

Even though the end-to-end process breakdown in Figure A.1 provides a sound image of which component process belongs to which end-to-end process, it does not get across the dynamic, *end-to-end process flow* required to support, for example, the customer operations end-end processes of Fulfillment, Assurance and Billing & Revenue Management. Figure A.2 shows the three essential flow elements:

- Between the customer interface and support in a resource element and/or supplier/partner
- From selling through billing
- Between other providers and network operators

The vertical arrows represent the process interactions between the customer interface and the resource elements, i.e., *process flow through*. The overlapping balloons indicate that Fulfillment, Assurance, and Billing predominantly include specific processes from the framework. However, all three end-to-end processes have interactions among many processes across the framework. The directionality of the white vertical arrows shows end-to-end flow. The customer predominantly initiates the Fulfillment process. The Assurance process can be triggered by the customer or resource elements, and the Billing flow is predominantly from data collection in the resource elements to bills presented to the customer. The black arrows show the process flow interfaces required with other providers and operators. All three flow elements are required for integration and automation.

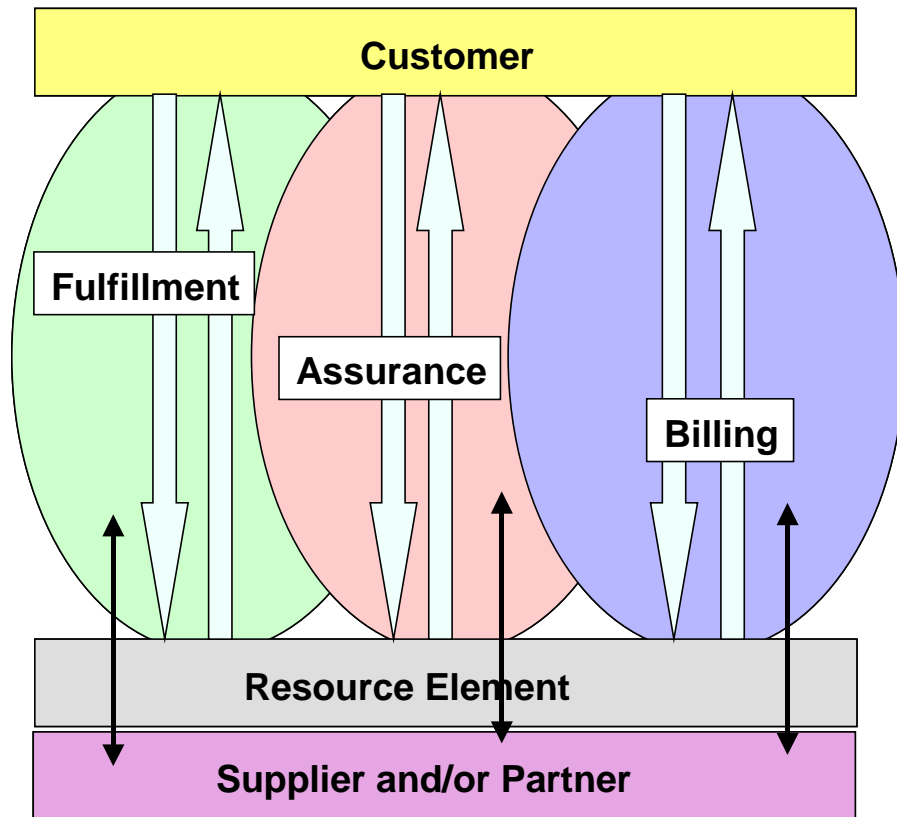


Figure A.2: FAB End-To-End and Flow-through Process Flows

The end-to-end process flow for Operations Support and Readiness will be shown in a subsequent release of the Business Process Framework.

6. Annex B – Terminology and Acronym Glossary

6.1. Terminology

Definitions are provided here for common terms concerning Business processes and the activities occurring within them. Common terminology makes it easier for service providers to communicate with their customers, suppliers and partners.

For the Business Process Framework documentation to be understood and used effectively, it is essential that the wording listed here be interpreted using the meanings provided, rather than common usage or specific usage.

Complementary Provider

The Complementary Provider provides additional products and services to extend the attractiveness of an enterprise's products and services and scope of its of the value network. Frequently, these products and services are co-branded.

Customer

The Customer buys products and services from the enterprise or receives free offers or services. A customer may be a person or a business.

Customer Operations Process

A Customer Operations Process is an end-end process that focuses totally on directly supporting customer needs, i.e., Fulfillment, Assurance or Billing. It may be initiated by the customer or be initiated by the service provider.

e-business

e-business includes the Internet presence and buy and sell transaction over digital media of e-commerce. It also includes the integration of front- and back-office processes and applications to provide support and bill for the product or service. For the Business Process Framework it is even more expansive. e-business is the integration of traditional business models and approaches with e-business opportunities.

e-commerce

e-commerce is Internet presence and business buying and selling transactions over digital media.

End-to-End Process Flow

End-to-end process flow includes all sub-processes and activities and the sequence required to accomplish the goals of the process. Note that the top-level views of the

Business Process Framework do NOT show end-to-end process flow since there is no indication of sequence. The Business Process Framework shows end-to-end process groupings (see definition below)

The end-to-end customer processes recognized in the Business Process Framework are generic sequences of activities that need to occur in the enterprise to achieve desired results. (i.e. they are not specific to a particular ICSP Business, Product, Channel or Technology).

The Business Process Framework does not direct or constrain the way end-to-end processes can be implemented, rather it only guides the definition of standardized process elements to be used within the enterprise. In this way process elements can be assembled for a specific service provider's end-to-end process requirements. The Business Process Framework does not mandate a single way the process elements should be organized or sequenced to create end-to-end processes.

End-to-End Process Grouping

The top-level view of the Business Process Framework shows end-to-end process groupings. At this level of the process framework, flow is not appropriate. However, these groupings represent processes that have end-to-end results that are key measures for the enterprise.

Also termed as vertical process grouping(s).

End User

The **End User** is the actual user of the Products or Services offered by the Enterprise. The end user consumes the product or service. See also Subscriber below.

Enterprise

Enterprise is used to refer to the overall business, corporation or firm, which is using the Business Process Framework for modeling its business processes. The enterprise is responsible for delivering products and services to the customer. It is assumed that the enterprise is an "Information or Communications Service Provider" (see ICSP explanation below).

Enterprise Management Process Grouping

This Process grouping involves the knowledge of Enterprise-level actions and needs, and encompasses all Business Management functionalities necessary to support the operational processes, which are critical to run a business in the competitive market. These are sometimes thought of as corporate processes and support. Some functions such as for Enterprise Risk Management (e.g. security and fraud management) have to be more tailored to Information and Communications Service Providers, but most (e.g., Financial Management, Public Relations) are not significantly different for the ICSP industry.

Entity

Entity, is used to mean a person, a business, technology, etc. with which a process interacts. The Customer is the most important Entity. The Enterprise Management processes interact with Government, Regulators, Competitors, Media, Shareholders, the Public, Unions and Lobby groups. The Supplier and Partner Management Processes interact with Dealers, Retailers, Partners, Brokers, Third-Party Providers, Complementary Provider, Financial Provider, Service Suppliers, and Material Suppliers.

Flow-through

Flow-through is automation across an interface or set of interfaces within an end-to-end process flow. For the Business Process Framework Fulfillment, Assurance and Billing processes, process flow-through is between the customer and the resource elements.

Functional Process Groupings

The functional process groupings (e.g. Customer Relationship Management, Service Management & Operations, etc.) aggregate processes involving similar knowledge. The Business Process Framework functional process groupings are the highest level decomposition of the enterprise. Functional process groupings are shown horizontally in Business Process Framework.

These functional process groupings are not hierarchical with respect to each other and are not built one above the other (i.e., one is not a decomposition of the one above), e.g., 'Service Management & Operations' is NOT a decomposition of 'Customer Relationship Management'.

Also termed as horizontal process grouping(s).

Hierarchical Process Decomposition

Hierarchical Process Decomposition is the systematic approach to modeling processes above the level suitable to process flow. The Hierarchical Process Decomposition approach allows processes to be developed more modularly. See Levels below.

Information and Communications Service Provider (ICSP)

A service provider enterprise that sells information and/or communications services to other parties.

Intermediary

Within the Value Network, the Intermediary performs a function on behalf of the enterprise that is a part of the Enterprise's operational requirements. Intermediaries provide products and services that the enterprise either cannot provide itself or chooses not to due to cost and quality considerations. There are typically three categories of intermediaries: sales, fulfillment, and information and communication.

Levels

The best way to structure a large amount of content and detail, while still allowing the higher-level views to present a summary view, is to structure the information in multiple Levels, where each Level is decomposed into greater detail at the next lower Level. This is Hierarchical Decomposition.

By having the Business Process Framework structured into multiple Levels it enables users of the framework to align their enterprise framework or their process implementations with the Business Process Framework at different levels e.g., Align at Level 1 and 2 or align at Level 1, 2 and 3.

To summarize how levels are used in the Business Process Framework.

1. The whole-of-Enterprise view (i.e., all of the Business Process Framework) is Level 0.
2. Each Vertical (End-to-End) Process Grouping is Level 1.
3. Each Horizontal (Functional) Process Grouping is also Level 1.
4. All the Process Elements, e.g., Order Handling (which appear in the End-to-End Process and the Functional Process Groupings) are Level 2.
5. Level 2 Process Elements may be decomposed into Level 3 Process Elements.
6. Level 3 Process Elements may be decomposed into Level 4 Process Elements.
7. For the Business Process Framework, all subsequent levels of process decomposition are Level 4, since decomposition level does not necessarily mean the same level of detail from one process decomposition to another. The number of levels of decomposition required has more to do with the complexity of the process and the level at which process flow makes sense.

Offer

An offer is an aggregation or bundling of Products or Services for sale to a Customer.

Outsourcing

Outsourcing is when an enterprise contracts out one or more of its internal processes and/or functions out to an outside company. Outsourcing moves enterprise resources to an outside enterprise and keeping a retained capability to manage the relationship with the outsourced processes.

Out-tasking

Out-tasking is when an enterprise contracts with outside enterprise to provide a process, function or capability without transfer of resource. The enterprise begins using the other enterprise's capabilities directly and electronically.

Partner

A Partner has a stronger profit and risk-sharing component in their Business Agreement with the Enterprise, than a Supplier would have. A Partner generally is

more visible to the Enterprise's customer than a Supplier would be. A partner might be part of an alliance, a joint service offering, etc.

Process

A Process describes a systematic, sequenced set of functional activities that deliver a specified result. In other words, a Process is a sequence of related activities or tasks required to deliver results or outputs.

Product

Product is what an entity (supplier) offers or provides to another entity (customer). Product may include service, processed material, software or hardware or any combination thereof. A product may be tangible (e.g. goods) or intangible (e.g. concepts) or a combination thereof. However, a product ALWAYS includes a service component.

Process Element

Process Elements can also be considered as the building blocks or components, which are used to 'assemble' end-to-end business processes. Therefore, a process element is the highest level of the constructs within the Business Process Framework, which can be used directly by the enterprise. Process elements first become visible when either a functional process grouping or an end-to-end process grouping is decomposed into the second level, e.g., Order Handling,

Process elements are modular for potential reuse and independent update and/or replacement.

Resource

Resources represent physical and non-physical components used to construct Services. They are drawn from the Application, Computing and Network domains, and include, for example, Network Elements, software, IT systems, and technology components.

Service

Services are developed by a service provider for sale within Products. The same service may be included in multiple products, packaged differently, with different pricing, etc.

Service Provider (SP)

See under Information and Communications Service Provider (ICSP)

Subscriber

The Subscriber is responsible for concluding contracts for the services subscribed to and for paying for these services.

Supplier

Suppliers interact with the Enterprise in providing goods and services, which are assembled by the Enterprise in order to deliver its products and services to the Customer.

Supply Chain

'Supply Chain' refers to entities and processes (including those external to the Enterprise) that are used to supply goods and services needed to deliver products and services to customers.

Swim Lane

A way of depicting process flow in two dimensions by showing sequence horizontally and different actors or process types vertically. Using swim lanes to depict process flow allow for better process design in better end-to-end flow, better flow-through and better visibility of customer interactions in the process.

Third Party Service Provider

The **Third Party Service Provider** provides services to the enterprise for integration or bundling as an offer from the enterprise to the Customer. Third party service providers are part of an enterprise's seamless offer. In contrast, a complementary service provider is visible in the offer to the enterprise's customer, including having customer interaction.

TMN - Telecommunications Management Network

The Telecommunications Management Network (TMN) Model was developed to support the management requirements of PTOs (Public Telecommunication Operators) to plan, provision, install, maintain, operate and administer telecommunication networks and services. As the communications industry has evolved, use of TMN also evolved and it has influenced the way to think logically about how the business of a service provider is managed. The TMN layered model comprises horizontal business, service, and network management layers over network hardware and software resources, and vertical overlapping layers of Fault, Configuration, Accounting, Performance and Security (FCAPS) management functional areas. The latter should not be considered as strictly divided "silos" of management functions, but inter-related areas of functionality needed to manage networks and services. Indeed, ITU-T Recommendations M.3200 and M.3400 define a matrix of management services and management function sets (groups of management functions), which in turn are used to define more detailed Recommendations on specific management functions.

TOM

The Telecom Operations Map, GB910 Version 2.1 published by the TeleManagement Forum.

Total Enterprise Process View

The Total Enterprise Process View Includes all business processes within the Enterprise. In the Business Process Framework, the Total Enterprise Process View is also referred to as Level 0, since it includes all Level 1 process groupings.

User

See End User above.

Value Network

The enterprise as the hub a value network is a key concept of e-business. The value network is the collaboration of the enterprise, its suppliers, complementary providers and intermediaries with the customer to deliver value to the customer and provide benefit to all the players in the value network. e-business success and, therefore part of the definition of a value network, is that the value network works almost as a vertically integrated enterprise to serve the customer.

Vendor

Synonymous with Supplier above.

6.2. Acronyms

ADSL	Asymmetric Digital Subscriber Line
ANSI	American National Standards Institute
ASP	Application Service Provider
ATM	Asynchronous Transfer Mode
B2B	Business to Business
BM&A	Brand Management, Market Research & Advertising
BOM	Business Operations Map
BPSS	Business Process Specification Schema
BSS	Business Support System
BTA	Business Transaction Activity
CAM	Content Assembly Mechanism
CBL	Commerce One Business Library
COTS	Commercial Off-the-shelf
CRM	Customer Relationship Management
DRS&F	Disaster Recovery, Security and Fraud Management
DSL	Digital Subscriber Line
DTD	Document Type Definition

DWDM	Dense Wavelength Division Multiplexing
E2E	End-to-end
ebXML	Electronic Business Extensible Markup Language
EDI	Electronic Data Interchange
eTOM	enhanced Telecom Operations Map
EM	Enterprise Management
EQPIA	Enterprise Quality Management, Process & IT Planning & Architecture
FAB	Fulfillment, Assurance and Billing
F&AM	Financial & Asset Management
GTDD	Generic Telecom Data Dictionary
HDSL	High-bit-rate Digital Subscriber Line
HR	Human Resources
HTML	Hyper Text Markup Language
ICSP	Information and Communications Service Provider
ICT	Information and Communications Technology
ILM	Infrastructure Lifecycle Management
IP	Internet Protocol
ISP	Internet Service Provider
ITU-T	International Telecommunication Union – Telecommunication Standardization Sector
KPI	Key Performance Indicator
KQI	Key Quality Indicator
M&OM	Marketing & Offer Management
NMF	Network Management Forum (predecessor of TM Forum)
NGOSS	New Generation Operations Systems and Software
OAGIS	Open Applications Group Integration Specification
OASIS	Organization for the Advancement of Structured Information Standards
OPS	Operations
ORT	Operations Readiness Testing
OSR	Operations Support & Readiness
OSS	Operations Support System
PIP	Partner Interface Process
PLM	Product Lifecycle Management
QoS	Quality of Service
R&DTA	Resource & Development, Technology Acquisition

RD&M	Resource Development & Management
RFP	Request for Proposal
RM&O	Resource Management & Operations
RNIF	RosettaNet Implementation Framework
S&EP	Strategic & Enterprise Planning
S&ER	Stakeholder & External Relations
SC	Strategy & Commit
SCD&M	Supply Chain Development & Management
SD&M	Service Development & Management
SDH	Synchronous Digital Hierarchy
SID	Shared Information & Data Model
SIP	Strategy, Infrastructure and Product
SLA	Service Level Agreement
SM&O	Service Management & Operations
SOAP	Simple Object Access Protocol
SONET	Synchronous Optical Network
SP	Service Provider (see also ICSP)
S/P	Supplier/Partner
S/PRM	Supplier/Partner Relationship Management
TM Forum	TeleManagement Forum (see also TMF)
TML	Telecommunications Markup Language
TMF	TeleManagement Forum (see also TM Forum)
TMN	Telecommunications Management Network
TOM	Telecom Operations Map
UML	Unified Modeling Language
UN/CEFACT	United Nations Center for Trade Facilitation and Electronic Business
VC-MC	Value Chain Market Center
W3C	World Wide Web Consortium
XML	Extensible Markup Language

To find Acronyms expansions go to <http://www.acronymfinder.com>.

7. Appendix 1 – TM Forum Framework and Business Process Framework

Framework is the TM Forum’s program to deliver a toolkit to guide the definition, development, procurement and deployment of OSS/BSS solutions while also defining a strategic direction for a more standardized OSS marketplace.

Framework uses a common business process map, systems descriptions, and information models and couples them with pre-defined integration interfaces, architectural principles and compliance criteria. Framework’s end-to-end approach enables service providers to redesign their key business processes in line with industry best practices while allowing suppliers to cost-effectively develop OSS software that can easily fit into a service provider’s IT environment.

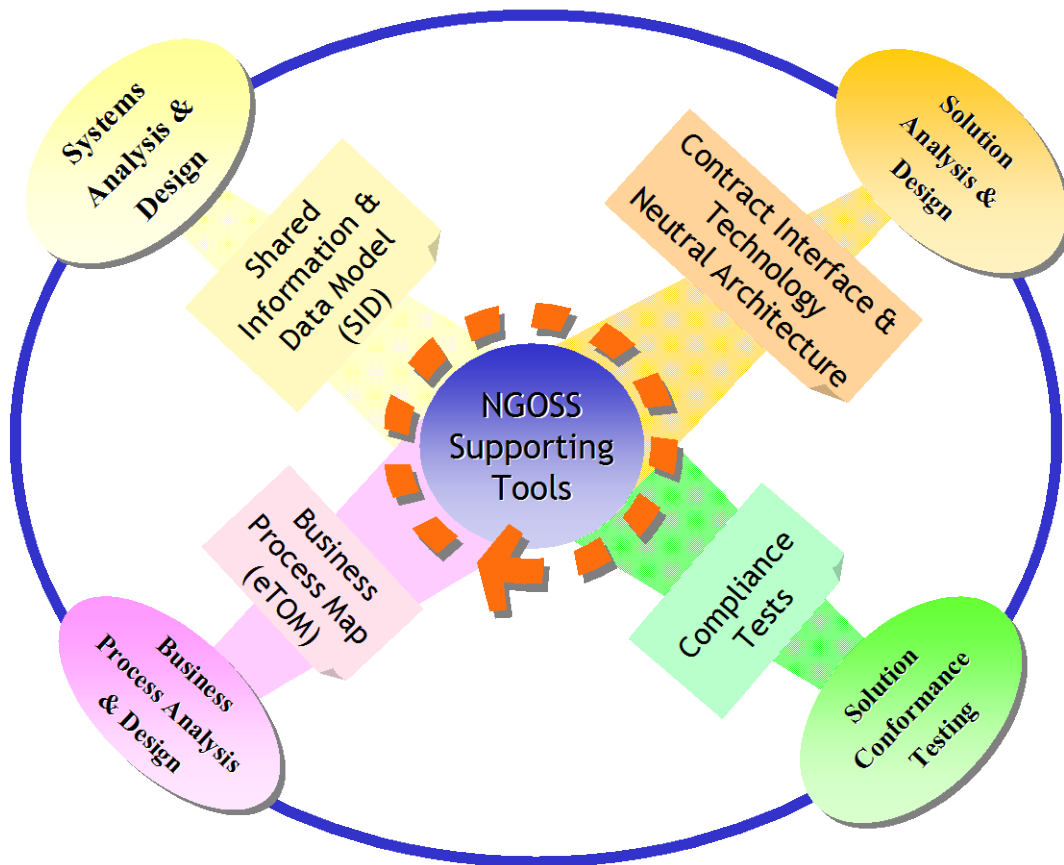


Figure App1.1: TM Forum Framework

Figure App1.1 provides a representation of Framework and the vital role of the Business Process Framework within this. The Business Process Framework provides the Business Process Map for Framework. Moving around the Framework “wheel”,

the Business Process Framework feeds requirements to the Information Model and thence to the Integration Framework and Compliance Criteria.

More information on Framework is available through the TM Forum website www.tmforum.org

7.1.1. Note: Relationship to Standardization Activities

Much of the management infrastructures upon which systems will be built are expected to be based on standard interfaces. Relating business needs to available, or necessary, standards is a primary goal of the TM Forum in promoting a standards-based approach to information and communications services management. Where applicable, the TM Forum uses industry standards in its work to promote the acceptance of standards and to minimize redundant work. People active in management standardization (in the broadest sense) will find the Business Process Framework useful in setting a top down, enterprise-level, customer-centric context of how management specifications need to work together.

TM Forum uses existing standards as much as possible. As a result of implementation experience through Catalyst projects, TM Forum provides feedback to appropriate standards bodies.

8. Administrative Appendix

8.1. Acknowledgments

This release of the Business Process Framework is the result of the combined efforts of a large group of individuals from companies all over the world. Most noteworthy is the participation of numerous service providers. The knowledge and commitment in providing contributions and participating in discussions are greatly appreciated. Contributors over the program leading to previous Business Process Framework/eTOM releases were acknowledged in those documents

With the move to management of the Business Process Framework under the TM Forum Change Control Group it has become difficult to list all those involved in the ongoing work, but thanks are due to all of those concerned.

Particular thanks and acknowledgement to Kevin Scaggs, AT&T, who has had the significant task of acting as eTOM Team Chair and steering the work, during much of the period of this Release, and who has now handed over to Gary Bonneau, Cox Communications, Wenjie (Jerry) Zhu, Huawei, and John Wilmes, Progress Software, who are now co-chairs for the work; and also to Deena Freed, Casewise, who supports the work as Model Manager and also publishes the work in this document and other forms – this is analogous to the traditional role of editor but with more sophisticated tools and techniques to increase flexibility, which is most welcome.

The team looks forward to continued input and involvement for ongoing work on the Business Process Framework. Thank you for making this the acknowledged, best framework for Telecom and Information Services business processes.

8.2. Document History

8.2.1. Version History

Version Number	Date Modified	Modified by:	Description of changes
Version 8.0	Oct 2008	Mike Kelly	Minor changes to align with detailed GB912 documents. Name changed to “Concepts and Principles”
Version 8.1	Nov 2008	Tina O’Sullivan	Minor corrections prior to release.
Version 8.2	June 2009	Alicja Kawecki	Minor updates to

			reflect TM Forum Approved status
Version 8.3	Jan 2010	Mike Kelly (with some updates by Ken Dilbeck)	Updated to incorporate Member comments received. Also, small terminology changes to use “Business Process Framework” and to update diagrams. Also, to include TR142 which is now packaged as part of the “Getting Started” pack
Version 8.4	March 2010	Pascale Pecha	Minor edits
Version 8.5	March 2010	Alicja Kawecki	Minor cosmetic corrections for web posting
Version 9.0	August 2010	Mike Kelly	Updated to acknowledge changes made for Release 9.0 of the Framework
Version 9.1	August 2010	Alicja Kawecki	Notice updated, minor cosmetic corrections for posting and ME
Version 9.2	April 2011	Alicja Kawecki	Updated to reflect TM Forum Approved status

8.2.2. Release History

Release Number	Date Modified	Modified by:	Description of changes
8.0	Oct 2008	Mike Kelly	Minor changes to align with detailed GB912 documents. Name changed to “Concepts and Principles”
8.1	Jan 2010	Mike Kelly (with some updates by Ken Dilbeck)	Updated to incorporate Member comments received. Also, small terminology changes to use “Business Process Framework” and to update diagrams. Also, to include TR143 which is now packaged as part of the “Getting Started” pack
9.0	August 2010	Mike Kelly	Updated to acknowledge changes

			made for Release 9.0 of the Framework
--	--	--	--