

STANDARDS & GUIDELINES

NEW PROJECT PROPOSAL FORM

Date:
Proposer Contact Information Name: Company: Job Title: Email:
Proposed Title of Deliverable:

A proposal to develop an ASIS International document may be introduced by any individual or organization. Such proposals are reviewed and approved by the ASIS Commission on Standards and Guidelines (Commission). The approval process consists of two phases:

Phase I

- Completed proposal is submitted to standards@asisonline.org and must be accompanied by an outline of the deliverable (e.g., table of contents or index).
- The Commission reviews the proposal to determine suitability as an ASIS International deliverable.
 - If the Commission agrees with the suitability of the proposal, it will obtain approval.
 - If the Commission determines the proposal is not suitable, it may:
 - Disapprove the proposal;
 - Request additional supporting documentation; or
 - Request changes to the proposed submission for additional consideration.
- The results of the submission are communicated to the proposer.

Phase II

If proposal is approved in Phase I:

- ASIS Staff will provide the proposer with a template to develop a baseline (starting point) draft. This important preparatory work is required to initiate development of the document within a technical committee.
- The proposer must deliver the baseline draft within six months from the date of Phase I approval.
- Once the baseline draft is submitted to standards@asisonline.org, ASIS staff will kick-off project efforts through the relevant technical committee.

1. Scope of the proposed deliverable:

Provide a statement detailing the purpose of the document. Identify target audience.

2. Justification for the proposal:

What does the industry need? What problem does this deliverable attempt to solve? What industry value will the deliverable bring to end-users? Is there an identifiable market-need for the deliverable? Has a study or research been conducted to determine market-relevance of the proposed deliverable?

3. How will the document benefit the ASIS membership?

4. Is there documentation supporting a market-need?

Yes No

If yes, please attach supporting documentation to aid in the review of the proposal.

5. Indicate preferred deliverable to be produced under the proposal.

American National Standards Institute (ANSI) accredited, American National Standard (ANS)

ASIS International Guideline

ASIS International Standard (non-ANSI)

Toolkit document

Other: _____

6. What type of document do you propose?

Requirements document – mandatory requirements (e.g., “shall” statements)

Guidance document – recommendations (e.g., “should” statements)

Combination of both – mandatory requirements and recommendations

Other: _____

7. Is there an outline for this proposal?

An outline is **required** to aid the Commission in the adjudication process.

- Yes, an outline is attached
- An outline is not attached, but will be sent separately

Note: Proposals are reviewed once all supporting documentation is provided.

8. Is the proposer prepared to undertake the preparatory work required to develop a baseline draft?

- Yes No

9. Is a baseline draft attached to this proposal?

- Yes No

10. If the attached document is copyrighted or includes copyrighted content, do you confirm that you own the copyright and that permission is granted to ASIS International to use?

- Yes No

If no, please explain why:

11. Please identify topic areas covered by the proposed deliverable:

- | | |
|--|---|
| <input type="checkbox"/> Security Management | <input type="checkbox"/> Cyber Security |
| <input type="checkbox"/> Risk Management | <input type="checkbox"/> IT Security |
| <input type="checkbox"/> Crisis/Business Continuity Management | <input type="checkbox"/> Executive Protection |
| <input type="checkbox"/> Emergency Management | <input type="checkbox"/> Background Screening |
| <input type="checkbox"/> Physical Security | <input type="checkbox"/> Corporate Security |
| <input type="checkbox"/> Security Operations | <input type="checkbox"/> Workplace Violence |
| <input type="checkbox"/> Investigations | <input type="checkbox"/> Crime Prevention |
| <input type="checkbox"/> Government | <input type="checkbox"/> Fraud |
| <input type="checkbox"/> Other: | |

12. Are there stakeholders that will be particularly impacted by the deliverable? If so, please explain.

13. To the best of your knowledge, are there any national or international standards, or other publication already developed addressing the topic or parts thereof? If so, please detail.

14. If relevant, please provide a detailed statement as to how the proposed work may or may not relate to, or impact existing national standards, international standards, or ASIS work(s) (e.g., ASIS Foundation research, ASIS Councils white papers or other studies, etc.).

15. Please provide a list of relevant ASIS Councils or other subject matter experts willing to collaborate in this effort.

16. Are there any known patents related to this work?

Yes No

If "Yes", please provide details below and attach supporting documentation.

17. Are there any laws or regulations pertaining to the proposed deliverable?

Yes No

If "Yes", please provide details below and attach supporting documentation (if applicable).

18. Does the proposed deliverable support other ASIS International programs or publications (e.g., supports topic(s) related to certification domains, education, or other publication such as standards and guidelines or Protection of Assets)?

Yes No

If "Yes", please provide details below and attach supporting documentation (if applicable).

19. Please identify relevant affected interest categories, and how each will benefit from or be otherwise impacted by the proposed deliverable.

General Interest:

Benefits/Impacts:

Examples of organizations:

Producers/Services Providers:

Benefits/Impacts:

Examples of organizations:

Users/Managers:

Benefits/Impacts:

Examples of organizations:

Others:

Benefits/Impacts:

Examples of organizations:

20. Provide additional information you wish to be considered: