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Systems and software engineering — Life cycle profiles for very small entities (VSEs) —

Part 5-1-3: Software engineering guidelines for the generic Intermediate profile

ISO/IEC JTC **1**/SC **7**

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ISO copyright office
CP 401 • Ch. de Blandonnet 8
CH-1214 Vernier, Geneva
Phone: +41 22 749 01 11
Email: copyright@iso.org
Website: www.iso.org

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Foreword

ISO (the International Organization for Standardization) and IEC (the International Electrotechnical Commission) form the specialized system for worldwide standardization. National bodies that are members of ISO or IEC participate in the development of International Standards through technical committees established by the respective organization to deal with particular fields of technical activity. ISO and IEC technical committees collaborate in fields of mutual interest. Other international organizations, governmental and non-governmental, in liaison with ISO and IEC, also take part in the work.

The procedures used to develop this document and those intended for its further maintenance are described in the ISO/IEC Directives, Part 1. In particular, the different approval criteria needed for the different types of document should be noted. This document was drafted in accordance with the editorial rules of the ISO/IEC Directives, Part 2 (see www.iso.org/directives or www.iec.ch/members_experts/refdocs).

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This document was prepared by Joint Technical Committee ISO/IEC JTC 1, *Information technology*, Subcommittee SC 7, *Software and systems engineering*.

This first edition cancels and replaces ISO/IEC TR 29110-5-1-3:2017, which has been technically revised.

The main changes are as follows:

— many task statements have been reworded to facilitate their understanding;

— conditional tasks have been added to develop optional work products (e.g. operation guide) that have been requested by a customer; this notation replaces the ‘Optional’ notation [e.g. *(optional)] used in the TR that caused ambiguities;

— terms have been added to Clause 3 such that this document is self-contained;

— a few terms have been modified to align this document with the updated version of standards such as ISO/IEC/IEEE 12207 and ISO/IEC/IEEE 15289;

— texts have been added to task statements to provide additional information to facilitate the understanding or use of this document.

A list of all parts in the ISO/IEC 29110 series can be found on the ISO and IEC websites.

Any feedback or questions on this document should be directed to the user’s national standards body. A complete listing of these bodies can be found at www.iso.org/members.html and www.iec.ch/national-committees.

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Introduction

0.1 Introduction to theISO/IEC29110series

For the ISO/IEC 29110 series, a very small entity (VSE) is an enterprise, an organization (e.g. government agency, non-profit organization), a department or a project having up to 25 people. Many VSEs either develop systems or maintain systems and the software components used in those systems, either as independent products or incorporated into the larger system. Due to this, a recognition of VSEs as suppliers of high-quality products is required.

VSEs around the world are creating valuable products and services. According to the World Bank, small and medium enterprises (SMEs) account for about 90 % of enterprises worldwide. According to the Organisation for Economic Co-operation and Development (OECD), SMEs represent 99 % of all businesses and generate about 60 % of employment. Almost one person out of three is employed in a micro firm with less than 10 employees. The European Union reports that micro firms, with fewer than 10 persons, account for 93,5 % of all enterprises and small firms, with 10 to 49 employees, account for 5,5 % of all enterprises. The challenge facing governments and economies is to provide a business environment that supports the competitiveness of this large heterogeneous business population and that promotes a vibrant entrepreneurial culture.

From studies and surveys conducted, the majority of international standards do not address the needs of VSEs. Implementation of and conformity with these standards is difficult, if not impossible.

Consequently, VSEs have no, or very limited, ways to be recognized as entities that produce quality systems/system elements, including software in their domain. Therefore, VSEs are excluded from some economic activities.

It has been found that VSEs find it difficult to relate international standards to their business needs and to justify the effort required to apply standards to their business practices. Most VSEs can neither afford the resources, in terms of number of employees, expertise, budget and time, nor do they see a net benefit in establishing over-complex systems or software life cycle processes. To address some of these difficulties, a set of guidelines has been developed based on a set of VSE characteristics. The guidelines are based on subsets of appropriate standards processes, activities, tasks, and outcomes, referred to as profiles. The purpose of a profile is to define a subset of international standards relevant to the VSEs' context, for example, processes, activities, tasks, and outcomes of ISO/IEC/IEEE 12207 for software; processes, activities, tasks, and outcomes of ISO/IEC/IEEE 15288 for systems; and information products (documentation) of ISO/IEC/IEEE 15289 for software and systems.

VSEs can achieve recognition through implementing a profile and by being audited against ISO/IEC 29110 specifications.

The ISO/IEC 29110 series can be applied at any phase of system or software development within a life cycle. The ISO/IEC 29110 series is intended to be used by VSEs that do not have experience or expertise in adapting or tailoring ISO/IEC/IEEE 12207 or ISO/IEC/IEEE 15288 to the needs of a specific project. VSEs that have expertise in adapting or tailoring ISO/IEC/IEEE 12207 or ISO/IEC/IEEE 15288 are encouraged to use those standards instead of the ISO/IEC 29110 series.

The ISO/IEC 29110 series is intended to be used with any lifecycle such as waterfall, iterative, incremental, evolutionary or agile.

Systems, in the context of the ISO/IEC 29110 series, are typically composed of hardware and software components.

The ISO/IEC 29110 series, targeted by audience, has been developed to improve system or software and/or service quality, and process performance. Figure 1 describes the ISO/IEC 29110 series and positions the parts within the framework of reference.

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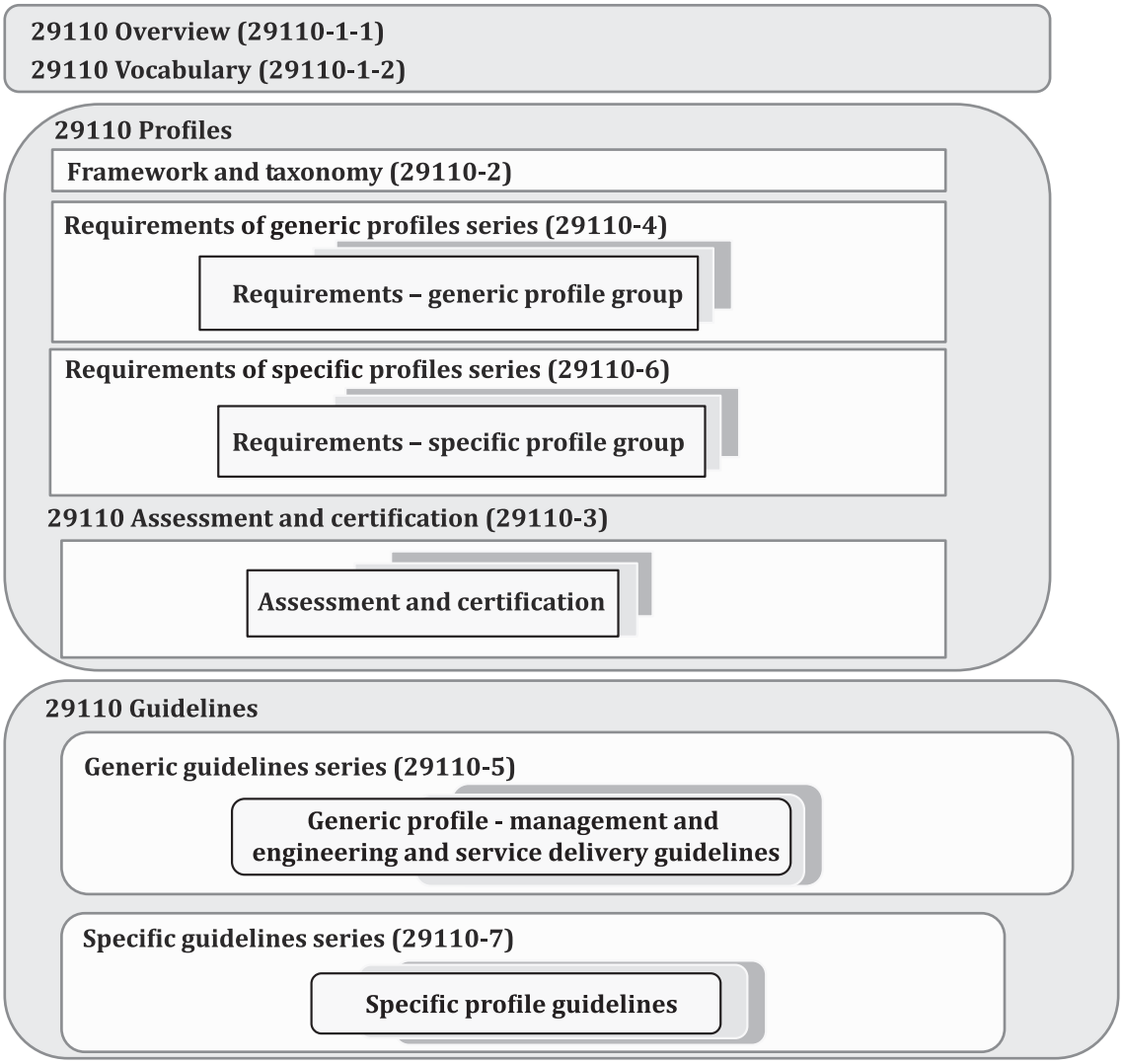


Figure 1 — The ISO/IEC 29110 series

ISO/IEC 29110-1-1 introduces processes, lifecycle and standardization concepts, the taxonomy (catalogue) of ISO/IEC 29110 profiles and the ISO/IEC 29110 series. ISO/IEC 29110-1-1 also introduces the characteristics and needs of a VSE, and clarifies the rationale for specific profiles, documents, standards and guidelines. ISO/IEC 29110-1-2 defines the terms common to the ISO/IEC 29110 series. ISO/IEC 29110-1-1 and ISO/IEC 29110-1-2 are targeted at VSEs and their customers, assessors, standards producers, tool vendors and methodology vendors.

ISO/IEC 29110-2 introduces the concepts for systems and software engineering profiles for VSEs. It establishes the logic behind the definition and application of profiles. For standardized profiles, it specifies the elements common to all profiles (structure, requirements, conformance, assessment). For domain-specific profiles (profiles that are not standardised and developed outside of the ISO process), it provides general guidance adapted from the definition of standardised profiles. ISO/IEC 29110-2 is targeted at profile producers, tool vendors and methodology vendors.

ISO/IEC 29110-3 defines certification schemes, assessment guidelines and compliance requirements for process capability assessment, conformity assessments, and self-assessments for process improvements. ISO/IEC 29110-3 also contains information that can be useful to developers of certification and assessment methods and developers of certification and assessment tools. ISO/IEC 29110-3 is addressed to people who have direct involvement with the assessment process, e.g., the auditor, certification and accreditation bodies and the sponsor of the audit, who need guidance on ensuring that the requirements for performing an audit have been met. ISO/IEC 29110-3 is targeted at VSEs and their customers, assessors, accreditation bodies.

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ISO/IEC 29110-4 provides the specifications for all generic profiles of the generic profile group that are based on subsets of appropriate standards elements. ISO/IEC 29110-4 is targeted at VSEs, customers, standards producers, tool vendors and methodology vendors.

ISO/IEC 29110-5 provides a management, engineering and service delivery guidelines for profiles of the generic profile group. ISO/IEC 29110-5 is targeted at VSEs and their customers.

ISO/IEC 29110-6 provides the specifications for specific profiles that are based on subsets of appropriate standards elements. ISO/IEC 29110-6 is targeted at VSEs, customers, standards producers, tool vendors and methodology vendors.

ISO/IEC 29110-7 provides a guideline for each profile of the specific profile group. ISO/IEC 29110-7 is targeted at VSEs and their customers.

If a new profile is needed, ISO/IEC 29110-4 or ISO/IEC 29110-6 can be developed with minimal impact to existing documents.

0.2 Introduction to this document

This document is the second software profile of a four-profile software engineering roadmap (i.e. Entry, Basic, Intermediate and Advanced).

This document is intended to be used by VSEs to support the software product which they developed.

This document is intended to be used by VSEs to add accessibility tasks to the software implementation process.

This document is intended to be used with any processes, techniques and methods that enhance the VSE's customer satisfaction and productivity.

The life cycle processes described in the ISO/IEC 29110 series are not intended to preclude or discourage their use by organizations larger than VSEs.

To use this document, a VSE should fulfil the following conditions:

— project agreement is documented, approved by the management of the VSE and baselined before the start of the project;

— a project feasibility study is performed before the project start;

— the project team, including project manager, is assigned and trained;

— development cycle(s) should be documented (e.g. waterfall, iterative, incremental, evolutionary, agile);

— goods, services and infrastructure to start the project are available.

Using this document, a VSE can obtain the following benefits:

— an agreed set of project requirements and expected work products is delivered to the customer;

— a disciplined management process that provides project visibility and corrective actions of project problems and deviations is performed;

— a systematic software implementation process that satisfies customer needs and ensures quality work products is followed.

VSEs that develop systems that have software components are invited to use the systems engineering Intermediate profile guidelines of the ISO/IEC 29110 series (i.e. ISO/IEC 29110-5-6-3).

Annex A provides a set of deployment packages to facilitate incremental adoption of best practices, allowing VSEs to enhance their capabilities in a manageable and adaptable way.

Requirements for implementations of this document can be found in ISO/IEC 29110-4-1.

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Systems and software engineering — Life cycle profiles for very small entities (VSEs) —

Part 5-1-3:
Software engineering guidelines for the generic Intermediate profile

1 Scope

This document provides management and engineering guidelines to the software Intermediate profile specified in ISO/IEC 29110-4-1 through project management and software implementation processes.

This document applies to VSEs that do not develop safety critical software.

This document applies for software development projects, which can fulfil an external or internal agreement.

This document is applicable to VSEs developing a single product by a single work team.

2 Normative references

There are no normative references in this document.

3 Terms and definitions

For the purposes of this document, the following terms and definitions apply.

ISO and IEC maintain terminology databases for use in standardization at the following addresses:

— ISO Online browsing platform: available at https://www.iso.org/obp

— IEC Electropedia: available at https://www.electropedia.org/

3.1
accessibility
extent to which products, systems, services, environments and facilities can be used by people from a population with the widest range of characteristics and capabilities to achieve a specified goal in a specified context of use

3.2
activity
set of cohesive *tasks* (3.30) of a *process* (3.17)

[SOURCE: ISO/IEC/IEEE 12207:—, 3.1.3]

3.3
Advanced profile
profile (3.20) targeted at *VSEs* (3.38) which want to sustain and grow as an independent competitive system and/or software development business

[SOURCE: ISO/IEC 29110-1-2:2024, 3.3, modified — The word "independent" has been added; "organization" has been replaced by "business".]

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3.4
agreement
mutual acknowledgement of terms and conditions under which a working relationship is conducted

EXAMPLE Contract, memorandum of agreement.

[SOURCE: ISO/IEC/IEEE 12207:—, 3.1.5]

3.5
baseline
formally approved version of a configuration item, regardless of media, formally designated and fixed at a specific time during the configuration item's life cycle

[SOURCE: ISO/IEC/IEEE 12207:—, 3.1.12]

3.6
Basic profile
profile (3.20) targeted at *VSEs* (3.38) developing a single product by a single work team

[SOURCE: ISO/IEC 29110-1-2:2024, 3.18]

3.7
conditional process
process (3.17) that can be mandatory under some specified conditions, can be optional under other specified conditions, and can be out of scope or not applicable under other specified conditions

Note 1 to entry: These shall be observed if the specified conditions apply.

3.8
conditional task
task (3.30) that can be mandatory under some specified condition(s), can be optional under other specified conditions, and can be out of scope or not applicable under other specified conditions

Note 1 to entry: These shall be observed if the specified condition(s) apply.

[SOURCE: ISO/IEC 29110-1-2:2024, 3.28]

3.9
customer
person or organization that could or does receive a product or a service that is intended for or required by this person or organization

EXAMPLE Consumer, client, end-user, retailer, receiver of product or service from an internal *process* (3.17), beneficiary and purchaser.

Note 1 to entry: A customer can be internal or external to the organization.

[SOURCE: ISO 9000:—, 3.2.11]

3.10
defect
imperfection or deficiency in a *work product* (3.39) where that work product does not meet its *requirements* (3.25) or specifications and needs to be either repaired or replaced

[SOURCE: IEEE 1044:2009, IEEE dictionary]

3.11
deployment package
DP
set of artefacts developed to facilitate the implementation of a set of practices, of the selected framework, in a *very small entity* (3.38)

[SOURCE: ISO/IEC 29110-1-2:2024, 3.35]

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3.12
Entry profile
profile (3.20) targeted at start-up *VSEs* (3.38) (i.e. VSEs who started their operation fewer than three years ago) and/or at VSEs working on a single small *project* (3.21) (e.g. project size of less than 6 person-months)

[SOURCE: ISO/IEC 29110-1-2:2024, 3.40]

3.13
expected result
observable predicted behaviour of the *test item* (3.31) under specified conditions based on its specification or another source

[SOURCE: ISO/IEC/IEEE 29119-1:2022, 3.35]

3.14
generic profile group
profile (3.20) group applicable to *VSEs (very small entities)* (3.38) that do not develop business critical systems or *software products* (3.28)

[SOURCE: ISO/IEC 29110-1-2:2024, 3.43]

3.15
Intermediate profile
profile (3.20) targeted at *VSEs* (3.38) involved in the development of more than one *project* (3.21) in parallel with more than one work team

[SOURCE: ISO/IEC 29110-1-2:2024, 3.48]

3.16
integration testing
testing (3.33) in which software components, hardware components, or both are combined and tested to evaluate the interaction among them

[SOURCE: ISO/IEC/IEEE 24765:2017, 3.2034, modified — Note 1 to entry has been removed.]

3.17
process
set of interrelated or interacting *activities* (3.2) that transform inputs into outputs

[SOURCE: ISO/IEC/IEEE 12207:—, 3.1.45]

3.18
process purpose
high-level objective of performing the *process* (3.17) and the likely outcomes of effective implementation of the process

[SOURCE: ISO/IEC/IEEE 24774:2021, 3.12]

3.19
process outcome
observable result of the successful achievement of the *process purpose* (3.18)

[SOURCE: ISO/IEC/IEEE 24774:2021, 3.11]

3.20
profile
subset of appropriate standards' *processes* (3.17) and their outcomes, *activities* (3.2) and *tasks* (3.30) combined to accomplish a particular function

Note 1 to entry: The base standards used to develop profiles for *VSEs* (3.38) are ISO/IEC/IEEE 12207, ISO/IEC/IEEE 15288 and ISO/IEC/IEEE 15289.

[SOURCE: ISO/IEC 29110-1-2:2024, 3.70]

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3.21
project
endeavour with defined start and finish criteria undertaken to create a product or service in accordance with specified resources and *requirements* (3.25)

Note 1 to entry: A project is sometimes viewed as a unique *process* (3.17) comprising coordinated and controlled technical management and technical *activities* (3.2).

Note 2 to entry: Continuous development approaches such as agile and DevOps can create products and services without the defined start and finish criteria of projects.

[SOURCE: ISO/IEC/IEEE 12207:—, 3.1.50]

3.22
report
information item that describes the results of *activities* (3.2) such as investigations, observations, assessments, or tests

[SOURCE: ISO/IEC/IEEE 15289:2019, 3.1.22]

3.23
review
process (3.17) or meeting during which a *work product* (3.39), or set of work products, is presented to *project* (3.21) personnel, managers, users, *customers* (3.9), or other stakeholders or comment or approval

[SOURCE: ISO/IEC 29110-1-2:2024, 3.79]

3.24
risk
effect of uncertainty on objectives

Note 1 to entry: An effect is a deviation from the expected. It can be positive, negative or both.

Note 2 to entry: Objectives can have different aspects (such as financial, health and safety, and environmental goals) and can be applied at different levels [such as strategic, organization-wide, *project* (3.21), product and *process* (3.17)].

Note 3 to entry: Risk is often characterized by reference to potential events and consequences, or a combination of these.

Note 4 to entry: Risk is often expressed in terms of a combination of the consequences of an event (including changes in circumstances) and the associated likelihood of occurrence.

Note 5 to entry: Uncertainty is the state, even partial, of deficiency of information related to, understanding or knowledge of, an event, its consequence, or likelihood.

[SOURCE: ISO 31073:2022, 3.1.1, modified — The original notes to entry have been replaced by new ones.]

3.25
requirement
statement that translates or expresses a need and its associated constraints and conditions

[SOURCE: ISO/IEC/IEEE 12207:—, 3.1.59]

3.26
safety-critical system
product whose failure or malfunction can result in one (or more) of the following outcomes: death or serious injury to people, loss or severe damage to equipment or property, or environmental harm

3.27
security
protection against intentional subversion or forced failure

Note 1 to entry: Security includes authenticity, accountability, confidentiality, integrity, availability, non-repudiation, and reliability, all of which have the related issue of their assurance.

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[SOURCE: ISO/IEC/IEEE 12207:—, 3.1.64]

3.28
small and medium enterprise
SME
enterprise with less than 250 persons employed

[SOURCE: ISO/IEC 29110-1-2:2024, 3.92]

3.29
software product
set of computer programs, procedures, and possibly associated documentation and data

Note 1 to entry: A software product is a software system viewed as the output product resulting from a *process* (3.17).

[SOURCE: ISO/IEC/IEEE 12207:—, 3.1.71]

3.30
stakeholder
individual or organization having a right, share, claim, or interest in a system or in its possession of characteristics that meet their needs and expectations

EXAMPLE Users, end user organizations, supporters, developers, *customers* (3.9), producers, trainers, maintainers, disposers, acquirers, suppliers, regulatory bodies, and people influenced positively or negatively by a system.

Note 1 to entry: Some stakeholders can have interests that oppose each other or oppose the system.

Note 2 to entry: Stakeholders include those who are affected or impacted by a system.

[SOURCE: ISO/IEC/IEEE 12207:—, 3.1.76]

3.31
task
required, recommended, or permissible action, intended to contribute to the achievement of one or more outcomes of a *process* (3.17)

[SOURCE: ISO/IEC/IEEE 12207:—, 3.1.83]

3.32
test item
work product (3.39) to be tested

[SOURCE: ISO/IEC/IEEE 29119-1:2022, 3.107]

3.33
test result
indication of whether or not a specific test case has passed or failed, i.e. if the actual result observed as *test item* (3.31) output corresponds to the *expected result* (3.13) or if deviations were observed

[SOURCE: ISO/IEC/IEEE 29119-1:2022, 3.122, modified — The words "observed as test item output" have been added.]

3.34
testing
set of *activities* (3.2) conducted to facilitate discovery and evaluation of properties of one or more *test items* (3.31)

[SOURCE: ISO/IEC/IEEE 29119-1:2022, 3.131, modified — The words "one or more" have been added.]

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3.35
traceability
association established between two or more logical entities, especially entities having a predecessor-successor or primary-secondary relationship to one another, such as *requirements* (3.25), system elements, *verifications* (3.36), or *tasks* (3.30)

EXAMPLE Software features and test cases are typically traceable to software requirements.

[SOURCE: ISO/IEC/IEEE 12207:—, 3.1.86]

3.36
validation
confirmation, through the provision of objective evidence, that the *requirements* (3.25) for a specific intended use or application have been fulfilled

Note 1 to entry: In a life cycle context, validation involves the set of *activities* (3.2) for gaining confidence that a system is able to accomplish its intended use, goals, and objectives in an environment like the operational environment. The right system was built.

[SOURCE: ISO 9000:—, 3.12.13, modified — Notes 1 to 3 to entry have been replaced by a new note 1 to entry.]

3.37
verification
confirmation, through the provision of objective evidence, that specified *requirements* (3.25) have been fulfilled

Note 1 to entry: Verification is a set of *activities* (3.2) that compares a system or system element against the required characteristics. This includes, but is not limited to specified requirements, design, descriptions, and the system itself. The system was built right.

[SOURCE: ISO 9000:—, 3.12.11, modified — Notes 1 to 3 to entry have been replaced by a new note 1 to entry.]

3.38
version control
establishment and maintenance of *baselines* (3.5) and the identification and control of changes to baselines that make it possible to return to the previous baseline

[SOURCE: ISO/IEC/IEEE 26511:2018, 3.1.40]

3.39
very small entity
VSE
enterprise, organization (e.g. government agency, non-profit organization), department or *project* (3.21) having up to 25 people

[SOURCE: ISO/IEC 29110-1-2:2024, 3.12, modified — "(e.g. government agency, non-profit organization)" has been added.]

3.40
work product
WP
artefact produced by a *process* (3.17)

EXAMPLE *Project* (3.21) plan, *requirements* (3.25) specification, design documentation, source code, test meeting minutes, schedules, budgets.

Note 1 to entry: A subset of the work products can be baselined to be used as the basis of further work and some form the set of project deliverables.

[SOURCE: ISO/IEC 20246:2017, 3.20, modified — The abbreviated term "WP" has been added; the words "and incident reports" have been removed from the EXAMPLE.]

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