



## Projects/ Tasks by reverse chronological order: 1983–Present

- 1** April 2007 – Present  
Client: DND/ ADM(IM)/ DEAMS 8  
Project/ Task: **Training Development and Delivery for an electronic document circulation system**  
Description: This work includes:

  - Identifying and documenting electronic document circulation requirements;
  - Designing business and system processes;
  - Writing specifications for the implementation of these processes;
  - Providing training in RDIMS and CCM Mercury software in either official language for users with no previous knowledge of these systems; and,
  - Providing user support on request.
  
- 2** August 2006 – April 2008  
Client: DND/ Land Software Engineering Centre  
Project/ Task: **Army MASIS data preparation**  
Description: The purpose of this work is to prepare Army Materiel Acquisition and Support (MA&S) data for migration to the Materiel Acquisition and Support Information System. Mr Rondeau is acting as technical lead on this project and is responsible to:

  - Develop an approach for conducting this work;
  - Developing a workplan based on this approach;
  - Identifying required knowledge and skills in view of obtaining resources to assist in this work;
  - Defining the details of each activity such as data modelling, data quality assessment and data migration, and conducting some of these activities; and,
  - Overseeing and participating in these activities.
  
- 3** April 2003 – March 2007  
Client: DND/ Land Software Engineering Centre  
Project/ Task: **Setting up a Requirements Management Support System for Director Land Requirements organization**  
Description: The purpose of this work was to develop an enterprise-wide requirements management system consisting of processes, procedures and an automated requirements management information system based on the DOORS<sup>sm</sup> commercial software system. Mr Rondeau performed the following activities as part of this work:

  - Prepare work plans, concept documents, technical documents, meeting agendas, questionnaires and reports;
  - Plan, organize and facilitate work group sessions and meetings;
  - Develop and document new business processes;
  - Define, teach and implement requirements management best practices;
  - Define data structures and identify data custodianship, access and quality parameters;
  - Plan, develop and deliver training on the subjects of requirements management and the use of the DOORS system; and,
  - Develop support services including training, user assistance and a supporting web site and newsletter.

- 4 January – July 2005  
Client: Office of the Commissioner of Federal Judicial Affairs  
Project/ Task: **Data modelling of the Judges Administration System**  
Description: Development of a conceptual data model of the information relevant to Judges Administration and mapping of elements of this model to the business process model. Mr Rondeau performed the following activities as part of this work:
- Prepare work plans, technical documents, meeting agendas and progress reports;
  - Develop a methodological approach for this work and follow-on activities;
  - Plan, organize and facilitate work group sessions and meetings;
  - Research data interdependencies and related legal and business rules;
  - Develop a conceptual data model using the SILVERRUN-RDM<sup>tm</sup> CASE software;
  - Define data custodianship, security, access and quality requirements; and,
  - Participate in IM/IT vision and architecture discussions regarding the overall orientation of this system and related organizational change issues.
- 5 April 2003 – March 2004 and January – March 2005  
Client: Environment Canada and the Canadian Foods Inspection Agency  
Project/ Task: **Analysis and design of the Canadian node of the Biosafety Clearing House (CNBCH)**  
Description: The purpose of this work was to analyze and document CNBCH requirements and to model its architecture. Main deliverables of this work are Use Cases, Activity Diagrams, Component Diagrams and Class Diagrams developed in accordance with the Unified Modeling Language (UML) approach. Mr Rondeau performed the following activities as part of this work:
- Prepare work plans, technical documents, meeting agendas and reports;
  - Develop an approach for this work and follow-on activities;
  - Plan, organize and facilitate work group sessions and meetings with stakeholders and subject matter experts;
  - Research applicable international and national rules and regulations on the subject of Biosafety;
  - Investigate and model data capture, access, storage, processing and distribution issues, including applicable Government of Canada rules and guidelines;
  - Develop UML models using SILVERRUN-RDM<sup>tm</sup> and MS Visio<sup>tm</sup>;
  - Define data custodianship, security, access and quality requirements; and,
  - Participate in IM/IT vision and architecture discussions regarding the overall orientation of this system and related organizational change issues.
- 6 December 2003 – March 2004  
Client: National Science and Engineering Research Centre/ Internet Institute  
Project/ Task: **Customized Requirements Analysis Training**  
Description: This work consisted in a series of 10 meetings with NSERC E-business project coordinators involved in planning and coordinating enhancements to the NAMIS grants and contributions system and related website. These sessions were aimed at identifying requirements analysis techniques that would be beneficial to project coordinators, providing training on these techniques and recommending improvements to change management processes. Mr Rondeau performed the following activities as part of this work:
- Prepare work plans, technical documents, meeting agendas, questionnaires and reports;
  - Develop an approach for this work and follow-on activities;
  - Plan, organize and facilitate work group sessions and meetings with NAMIS managers and staff;
  - Research applicable grants and contributions policies and guidelines and NAMIS documentation;
  - Develop and document new business processes in the area of NAMIS yearly updates; and,
  - Plan, develop and deliver training on the subjects of change management and requirements modelling.

- 7 January – March 2003 (2 months)  
Client: DND/ National Search and Rescue Secretariat  
Project/ Task: **Technical and Financial Feasibility Study for New SAR Initiatives Fund Information System**  
Description: This study was carried out in order to identify and assess possible solutions to meet NIFIS requirements and recommend a “way ahead”. Mr Rondeau performed the following activities as part of this work:
- Prepare work plans, technical documents, meeting agendas and reports;
  - Develop an approach for this work and follow-on activities;
  - Obtain information from Government agencies on their contributions information systems and conducting a options analysis in terms of fit, cost time and risk;
  - Carry out an options analysis of potential solutions; and,
  - Prepare and deliver a feasibility study report.
- 8 February – March 2003 (1 month)  
Client: DND/ Land Software Engineering Centre  
Project/ Task: **Assistance to LSEC in setting up Requirements Management Support Facility**  
Description: Mr Rondeau performed the following activities as part of this work:
- Participate in a Project Architecture Workshop; and,
  - Write an Action Plan for developing the support capability and initiating the support cell.
- 9 July – September 2002 (2 months)  
Client: DND/ National Search and Rescue Secretariat  
Project/ Task: **Requirements definition for the New SAR Initiatives Fund Information System**  
Description: This study was carried out through a working group of key stakeholder representatives. Mr Rondeau performed the following activities as part of this work:
- Prepare work plans, technical documents, meeting agendas, questionnaires and reports;
  - Develop an approach for this work and follow-on activities;
  - Plan organize and facilitate work group sessions and meetings with NIFIS managers and staff;
  - Provide basic training on the approach and related modelling notations;
  - Develop a Vision Document identifying system stakeholders and users and documenting their requirements and key system features;
  - Develop a Use Case document providing a more detailed description of these requirements in terms of user/ system interaction;
  - Develop a Conceptual Data Model – in UML Class Diagram format – describing information requirements that the application must satisfy; and,
  - Investigate data migration from the old system to the new.
- 10 April – May 2002  
Client: Office of the Superintendent of Financial Institutions  
Project/ Task: **Development and Delivery of a 1-day Use Case Workshop**  
Description: This workshop included a presentation of key requirements management concepts, the use of a vision document and use cases to document these requirements and an actual requirements definition exercise in a client-selected area.

**11** December 2001 – March 2002, December 2002 (4 months)

Client: Environment Canada

Project/ Task: **Requirements Definition and Modelling of Environment Canada Content Management Applications**

Description: Requirements definition and documentation of the following Government Online (GOL) related initiatives:

1. Metadata Creation and Management Tool (MCMT), a tool for publishing on the Environment Canada Web site (Greenlane) information on various Environment Canada information resources;
2. MetaTagger: a Web-based application for tagging Environment Canada web pages with metadata elements based on the Dublin Core standard; and,
3. Sustaining the Environment and Resources for Canadians (SERC) system: a Web portal for making sustainable development information available to Canadians.

Mr Rondeau performed the following activities as part of this work:

- Prepare work plans, technical documents, meeting agendas, questionnaires and reports;
- Develop an approach for this work and follow-on activities;
- Plan, organize and facilitate work group sessions and meetings with Environment Canada managers and staff;
- Investigate content management concepts and standards such as Dublin Core, Core Subject Thesaurus and various taxonomies;
- Investigate and model data capture, access, storage, processing and distribution issues, including applicable Government of Canada rules and guidelines;
- Develop Vision documents; and,
- Develop UML diagrams and related documentation.

**12** August – October 2001 (2 months)

Client: Department of National Defence/ Land Software Engineering Centre (LSEC)

Project/ Task: **Integrate Rational Unified Process “Vision Document” into LSEC Quality System**

Description: Preparation of documentation on Vision document preparation and update of the LSEC Quality System process for integrating Vision document preparation. Mr Rondeau performed the following activities as part of this work:

- Investigate the LSEC Quality System processes; and,
- Develop a process and supporting documentation regarding the use of the Vision document within the Quality System.

**13** March – June 2001 (4 months)

Client: Department of National Defence/ Dwyer Hill Training Centre

Project/ Task: **Vision Document Development and Requirements Definition**

Description: Preparation of a vision document and system architecture. Mr Rondeau performed the following activities as part of this work:

- Prepare work plans, technical documents, meeting agendas, questionnaires and reports;
- Develop an approach for this work;
- Plan, organize and facilitate work group sessions and meetings with DND stakeholders;
- Develop a Vision document;
- Identify and document requirements for this system using the Rational Unified Process and UML use cases and activity diagrams;
- Develop a global information architecture to support requirements;
- Develop a system architecture and development strategy options; and,
- Investigate information migration, business processes and related organizational change issues.

- 14** Sept 2000 – Present (2 months)  
 Project/ Task: **Development and delivery of a three-day course on “Web Application Analysis and Design with UML”**  
 Description: This course covers key subjects relevant to Web application development, i.e., Relational databases, Web technologies, Object technology and the Unified Modelling Language. It takes a project-based approach and presents a simple process – covering requirements definition, systems analysis and application design – for designing an application that addresses these requirements. Mr Rondeau performed the following activities as part of this work:
- Research Government and Industry training requirements in this area;
  - Research methodology approaches such as Structured Analysis and Design, Object-Oriented Analysis and Design, Unified Process, Agile approach and Extreme Programming approach;
  - Develop systems development recommended practices;
  - Develop course plan;
  - Develop course material; and,
  - Deliver training at the Internet Institute.
- 15** Jan 1998 – March 2001 (34 months)  
 Client: Collège Multi Hexa  
 Project/ Task: **Development and Delivery of a Systems Development Techniques course.**  
 Description: Mr Rondeau developed a 45-hour college level course in systems development, given this course about 10 times and conducted student project supervision for over 40 small application development projects since March 1998. The aim of this course was to teach programmer-analysts a systems development method, related data and process analysis techniques, database and user interface (GUI) design, as well as other concepts and techniques relevant to systems development such as project management. This course integrates various essential concepts and techniques such as model-driven development, data-driven design, object-orientation, prototyping, user-centered design and rapid application development. Mr Rondeau performed the following activities as part of this work:
- Research methodology approaches such as Structured Analysis and Design, Object-Oriented Analysis and Design, Unified Process, Agile approach and Extreme Programming approach;
  - Develop systems development recommended practices;
  - Develop course plan;
  - Develop course material;
  - Deliver training at MultiHexa; and,
  - Act as supervisor and coach for over 40 student projects - providing guidance and assistance with all relevant techniques.
- 16** 1995 – 1998 (1 month)  
 Client: Many  
 Project/ Task: **Development and Delivery of a Data Modelling course**  
 Description: Mr Rondeau has developed a data modelling course and given it to Government agencies and commercial companies about 10 times in this period. This course covered the entity-relationship approach, the relational data model, user interface (GUI) design and object orientation basic concepts. Mr Rondeau performed the following activities as part of this work:
- Research data modelling approaches;
  - Develop data modelling recommended practices;
  - Develop course plan and course material; and,
  - Deliver training.
- 17** 1994 – 1998 (2 months)  
 Client: Many  
 Project/ Task: **Teaching SILVERRUN CASE tools**  
 Description: Mr Rondeau has developed courses on the SILVERRUN CASE tools and given them about 25 times in this period to employees of Government agencies (e.g., DND, PWGSC, IDRC, Revenu Québec, City of Montreal, etc.) and companies (Canac, Systems Interface, Jetform, Nortel, etc.). Mr Rondeau performed the following activities as part of this work:
- Research SILVERRUN capabilities and features;
  - Develop approaches and practices for using the tools;
  - Develop course plan and course material; and,
  - Delivery of training.

- 18** April 1997 – March 1998 (4 months)  
 Client: DND/ DGMCBM  
 Project/ Task: **Data Model Integration and Impact Analysis**  
 Description: The purpose of this work was to integrate the data models of three existing applications (resource planning, activity-based costing and human resources management) used by the Director General Materiel Comptrollership and Business Management (DGMCBM) organization in the Department of National Defence. Mr Rondeau performed the following activities as part of this work:
- Research Government of Canada and DND policies and guidelines in these areas;
  - Develop a data model representing the major concepts of the new financial management system; and,
  - Prepared a report identifying the main discrepancies between this model and those of the existing applications.
- 19** March – November 1997 (9 months)  
 Client: DND/ Army  
 Project/ Task: **Army Information Management Strategy (AIMS) and Land Force Data Model/ Data Dictionary (LF DM/DD)**  
 Description: Mr Rondeau provided technical expertise to Army staff in the conduct of the AIMS – LF DM/DD project, specifically:
- Participate in SOW preparation and bid evaluation;
  - Participate in working group meetings as technical expert in data modelling and data administration issues; and,
  - Review of deliverables received from main contractor.
- 20** Feb – Mar 1997 (2 months)  
 Client: DND  
 Project/ Task: **"Automated Move Management System" Functional Specifications Update**  
 Description: Mr Rondeau was acting as a senior business analyst and performed the following activities as part of this work:
- Investigate DND, RCMP and PWGSC policies and rules relevant to move management;
  - Plan, organize and facilitate work group sessions and meetings with stakeholders;
  - Develop and document process and data models; and,
  - Investigate and model data capture, access, storage, processing and distribution issues.
- 21** Nov–Dec 1996 (1 month)  
 Client: IDRC  
 Project/ Task: **Assistance to OSIRIS project**  
 Description: Mr Rondeau carried out the following activities:
- Review existing corporate metadata and advise on its adequacy to support the objectives of the Osiris project;
  - Advise and coach on manipulating the metadata of the corporate data model using the repository capabilities of the SILVERRUN™ toolset; and,
  - Assist in defining a data dictionary publishing procedure which makes use of other standard software in the IDRC environment.
- 22** Jul–Sep 1996 (3 months)  
 Client: IDRC  
 Project/ Task: **Requirements Definition for IDRC Human Resources Management**  
 Description: As senior analyst Mr Rondeau worked with International Development Research Centre (IDRC) human resources management staff to identify and integrate HR management requirements information originating from various sources and to develop a conceptual data model and requirements definition documentation. Specifically, he performed the following activities:
- Investigate Government of Canada and IDRC policies and rules relevant to human resources management;
  - Plan, organize and facilitate work group sessions and meetings with HR managers and staff;
  - Develop and document process and data models; and,
  - Investigate and model data capture, access, storage, processing and distribution issues.

- 23** Dec 1996 (1 month)  
 Client: IDRC  
 Project/ Task: **Development of RADIUS 2.0 Data Model**  
 Description: Mr Rondeau carried out the following activities:
- Incorporate new information requirements identified in the “Funding” and “Activity” subject areas into the RADIUS data model;
  - Adding the new “Secretariat” subject area to accommodate a new activity type; and,
  - Incorporate Project Completion Report (PCR) information into the RADIUS data model.
- 24** Feb – Mar 1996 (1 month)  
 Client: Canadian Coast Guard  
 Project/ Task: **Conversion of the Maintenance Management Information System (MIMS) Data Model (Canadian Coast Guard)**  
 Description: Mr Rondeau carried out the following activities:
- Re-create the MIMS data model in SILVERRUN-RDM from existing electronic and paper documents;
  - Update MIMS data model documentation;
  - Prepare a MIMS data model maintenance guide explaining how to access the data model and how to perform key operations;
  - Conduct a walkthrough of the MIMS data model with stakeholders; and,
  - Provide basic training on each of the SILVERRUN modules.
- 25** Mar–Oct 1995 (8 months)  
 Client: DND  
 Project/ Task: **Materiel Support Data Model**  
 Description: Mr Rondeau participated in the development of the Materiel Support Data Model (MSDM) as senior data analyst responsible to:
- coordinate the work of a small team (4-5) of data modellers;
  - conduct an extensive analysis of existing materiel management data models, applications and policies; and,
  - develop and document an enterprise-level data model covering 13 information areas and containing over 400 entities.
- 26** Oct 1993 – Mar 1994 (6 months)  
 Client: DND/ LSEC  
 Project/ Task: **LSEC Product Management System**  
 Description: This project was aimed at identifying the requirements for integrated software tools to support internal operations and management. Mr Rondeau carried out the following activities:
- Carry out analysis of the LSEC Software Products Management function, in order to identify requirements for automated support;
  - Develop a Conceptual Data Model, in Entity Relationship format, describing the data structure required to support the above function; and,
  - Identify a specific area to be prototyped and prepare functional specifications for that prototype.
- 27** Apr 1993–Mar 1994 (3 months)  
 Client: IDRC  
 Project/ Task: **Development of IDRC Systems Development Method**  
 Description: Mr Rondeau developed a systems development method for the International Development Research Centre (IDRC) to integrate existing procedures, standards and tools into a simple method aimed at "producing applications, not paper". Specifically, he performed the following activities:
- Investigate Government of Canada and IDRC policies and industry best practices regarding systems development;
  - Plan, organize and facilitate work group sessions and meetings with IM/IT managers and staff;
  - Develop and document a systems development method;
  - Investigate the changes required to implement this method and suggest a migration path; and,
  - Carry out training on this method and the SILVERRUN™ computer-aided software engineering tools.

- 28** 1992–1997 (8 months)  
Client: DND  
Project/ Task: **Development of Land Forces Data Administration Policies, Concepts and Procedures**  
Description: Mr Rondeau performed the following activities as part of this work:
- Investigate and document interoperability issues in Army applications;
  - Identify requirements to achieve the desired levels of interoperability; and,
  - Develop processes for carrying out data administration within the Land Force – including supporting concepts, standards and procedures, and tools.
- 29** Jul 1991–Sep 1992 (12 months)  
Client: DND  
Project/ Task: **Land Engineering and Maintenance Operational System (LEMOS)**  
Description: as part of a team tasked with defining user requirements for the upgrade of a automated maintenance and logistics system for the Army, Mr Rondeau performed the following activities:
- Develop detailed functional and logical models; and,
  - Prepare a feasibility study.
- 30** Jun 1990–May 1992 (8 months)  
Client: DND  
Project/ Task: **MACS Configuration Management System**  
Description: As senior analyst, Mr Rondeau carried out business and data analysis tasks in the development of the “Military Air Control System” (MACS) configuration management system (CMS). This included development of data and process models and participation in design and development of the system.
- 31** Nov 1989–Mar 1990 (4 months)  
Client: DND  
Project/ Task: **Requirements Review and update of DGLEM Configuration Management System (CMS)**  
Description: Mr Rondeau performed the following activities as part of this work:
- Review CMS requirements with Life Cycle Materiel Managers (LCMMs);
  - Review functionality of the existing application software in relation to revised requirements; and,
  - Develop a functional specification describing required changes.
- 32** Aug – Sep 1989 (1 month)  
Client: NRC  
Project/ Task: **Assistance in Development of Data Modelling Advisor**  
Description: This task consisted in providing expert assistance in development of an expert system in Conceptual Data Modelling and to act as an advisor during a series of simulation exercises meant to elicit data modelling knowledge from a number of practitioners.
- 33** Dec 1988–Feb 1989 (3 months)  
Client: DND  
Project/ Task: **Development of DGLEM Information Resources Management System (IRDS)**  
Description: Mr Rondeau carried out the following activities:
- Review the design of the existing IRDS (file structure and processes), in order to identify changes required to enhance the overall functionality of the system. This included a review of similar systems developed in other DND organizations;
  - Identify enhancements which would increase the overall effectiveness and efficiency of this system.
  - Prepare an abbreviated specification reflecting the conceptual design of the DGLEM IRDS;
  - Carry out the development of the revised application software using a phased prototyping approach; and,
  - Carry out data conversion.

- 34** Dec 1988–Jan1989 (2 months)  
Client: DND  
Project/ Task: **Design of PMO TCCCS Equipment Information Tracking System**  
Description: Design an Equipment Information Tracking System for PMO TCCCS. The principal users of this system are Integrated Logistics Support (ILS) and System Engineering staff of the PMO as well as LCMM staff in DGLEM. It is meant to help them define ILS requirements of the new family of tactical radios being procured for the Canadian Forces and provide ILS support throughout its life cycle.
- 35** Aug – Nov 1988 (4 months)  
Client: DND  
Project/ Task: **Data Modelling and Data Analysis in DGLEM**  
Description: Provided data modelling and data analysis assistance to DGLEM support of configuration management system and divisional resources management system.
- 36** Aug 1986–Jul 1988  
DND/ DISP 4-2  
Position: **Information Systems Analyst**  
Description: Major Rondeau performed systems analysis and design and project management tasks, in particular during the installation of a new computing facility and subsequent development of a MR project management application. He also initiated and participated in a Strategic Information Systems Planning project for the Branch.
- 37** Jan 1983–Aug 1986  
DND/ DLES 5-2  
Position: **Sub-section Head/ Information Systems Analyst**  
Description: Major Rondeau was the Life Cycle Application Manager (LCAM) for the Land Ordnance Maintenance Management Information System (LOMMIS). He was also coordinator for information systems and information technology matters in the Division. During this period he also initiated and participated in a Strategic Information Systems Planning project for the Division.