



1.4 DESCRIPTION OF THE INNOVATION MATURITY MODEL'S CORE DOCUMENT SET

Version date: 10th of March 2015

The Innovation Maturity Model core set consists of eight publications that aim to achieve innovation maturity. Implementing an Innovation Management System is a voluntary process that organizations can use to establish and or improve their capability to innovate systematically.

TIM-PD-001-STD INNOVATION MANAGEMENT STANDARD

This publication is the hierarchy or governing document of the core set, to which all other documents provide support or guidance. It is an advisory requirements document, not a management book, method or technique. The TIM Accreditation and Certification Program for organizations and individuals is based on TIM-PD-001 Innovation Management Standard. The Standard is comprised of six elements. These elements form the essential parts of innovation:

- * **Culture**
- * **Leadership**
- * **Resources**
- * **Processes**
- * **Measuring and Monitoring**
- * **Improvement**

Within each element of the Standard there are numbered clauses. These clauses, fifty-nine in total, form the requirements of the Standard by element. The clauses are generic in nature (not sector- specific) and can be easily adopted by any type of organization. To achieve innovation maturity, organizations are assessed against the TIM-PD-001 Innovation Management Standard using the Assessment Checklist (or for level-1 assessments, the self-assessment checklist). Organizations should address each item in all elements of the Standard in some way. By doing so, the organization develops their unique Innovation Management System.

TIM-PD-002-A STANDARD ASSESSMENT CHECKLIST

This publication provides users of the Standards an Assessment Checklist that corresponds to the elements and clauses of TIM-PD-001 Innovation Management Standards. The Assessment Checklist is typically used to conduct an initial gap assessment of the organization's compliance to the TIM-PD-001 Innovation Management Standard. It can also be used for conducting external assessments. Once an organization has developed their unique Innovation Management System the Assessment Checklist would be modified to reflect the system they developed. Assessment results are summarized in the TIM-PD-002-AMG Standard Assessment Maturity Grid document.

TIM-PD-003-GL STANDARD INTERPRETATION GUIDELINE

This publication is a guideline that provides users of the TIM-PD-STD-001 Innovation Management Standard an interpretation of the requirements of the Standard. The guideline corresponds to the elements and clauses of TIM-PD-STD-001 Innovation Management Standard.

TIM-PD-003-GL1 BASIC IMPLEMENTATION GUIDELINE

This publication is a guideline that provides users of the TIM-PD-STD-001 Innovation Management Standard a generic methodology on how to adopt the Standard within their organization. The document corresponds to the elements of TIM-PD-STD-001 Innovation Management Standard.

TIM-PD-004-R INNOVATION DEFINITIONS

This reference publication provides definitions to terms used in the TIM Innovation Management Standards' core set.

TIM-PD-004-R1 ACCREDITATION AND CERTIFICATION PROGRAM

This reference publication describes the requirements and protocols associated with the TIM Accreditation and Certification Program.

The Programs applies to individuals, trainers, auditors and organizations.

TIM-PD-004-R2 INNOVATION METRICS

This reference publication provides users of the TIM-PD-STD-001 Innovation Management Standard sample measurements and metrics. The measurements and metrics would be defined in the organization's Innovation Management System for monitoring and measuring the organization's innovation capability along with innovation activities associated with the system and projects.

TIM-CO-012-MG MATURITY GRID

The maturity grid specifies and describes the overall levels of innovation maturity achieved for organizations that have gone through an assessment.

More information? Check out www.pdma.org for the document set of the Innovation Maturity Model, or www.timfoundation.org for more detail.