

FACT SHEET

Functional Performance Specification

What is the Functional Performance Specification Technique?

A technique to define the requirements of a project, product, or service based on the required Functions and the specific needs related to those Functions. For each function, needs are expressed in terms of assessment criteria, levels of performance & flexibility for each level.

Applying the FPS Technique

- Develop a FAST diagram for the project process or service under study.
- Characterize each function by identifying and defining the applicable needs and constraints as follows:

Needs: Consider each function and identify the specific needs and requirements that must be met for this function to be satisfied.

Criteria: define all criteria that will be used to evaluate and/or measure if the function is satisfied. (There can be many for each function)

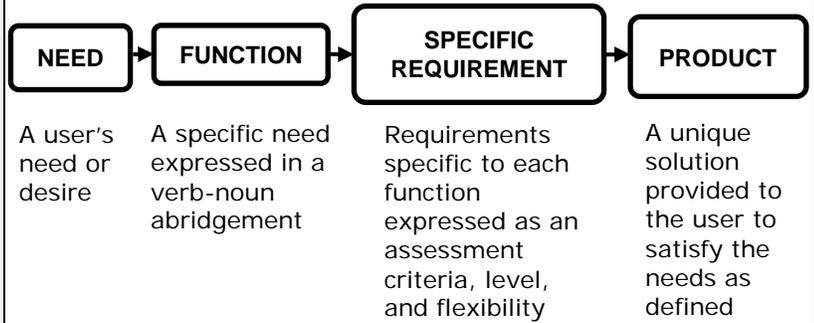
Level: define for each function/criteria what levels or expected performance or benchmark is acceptable to satisfy the need. This can come from an existing performance level, or from an objective to be reached.

Flexibility: Establish the tolerance or negotiability of the Level:

- **F0** is an absolute must, not negotiable;
- **F1** must reach this level if at all possible;
- **F2** negotiable, hope this level is reached, ready to discuss;
- **F3** very flexible, this level is proposed but open to any suggestion (Nice to have)

Learn more about FPS by visiting:

Value Analysis Canada:
www.valueanalysis.ca



Why Use FPS?

- Defines user needs and expected performance without reference to a specific solution.
- Provides a common understanding of project needs between owner and supplier
- Allows for a broader range of innovative solutions that meet the customer requirements.
- Identify and prioritize client requirements and avoid scope creep.

Where can the FPS Technique be used?

- Defining project goals and requirements
- Identifying business needs to develop or improve business processes.
- Restructuring organizations.
- Defining requirements for Design Build projects
- Establishing requirements for Information Technology Projects.

Function	Need		
	Criteria	Level/Target	Flexibility
Host Event	Target Date	2 Weeks	F2
Accommodate Guests	Accessibility	Wheelchair	F0
Seat Guests	# of Guests	12	F1
Locate Event	Scenic Location	Waterfront	F3