DATA ITEM DESCRIPTION	2. Identification

	Agency	Number
1. Title		
CONFIGURATION MANAGEMENT PLAN	BIW/LYS (DDG)	E12

3. Description or Purpose	4. Approval Date

3.1 The Configuration Management Plan (CMP) describes the Supplier's internal configuration management organization; the responsibilities of the members; the relationship among the several offices/divisions; the policies and procedures for identifying the documentation of the functional and physical characteristics of configuration items required by the contract; procedures for controlling changes to configuration items during development/production; procedures for recording and reporting change processing implementation status; and the external relationships required to maintain total system compatibility.

5. Office Of Primary Responsibility

BIW D-40CM

6.

7. Application Or Interrelationships	8.

7.1 This Data Item Description (DID) is related to all data items that define how the Supplier will apply configuration management techniques. This plan is intended to provide the Buyer with an understanding of the Supplier's configuration management system.

9. References (Mandatory as cited in Block 10)
DOD-STD-1679A (Navy)
DOD-STD-480A
MIL-STD-481A
MIL-STD-482A
MIL-STD-490
MIL-S-83490
MIL-STD-1456

7.2 This DID satisfies the requirements of MIL-STD-1456, Paragraph 4.1; and DOD-STD-1679A, Paragraph 5.11

10. Preparation Instructions

10.1 The plan shall describe how the Supplier intends to assure proper configuration identification, configuration control, (including the control of approved Engineering Change Proposals (ECP), Software Change Proposals (SCP), Software Enhancement Proposals (SEP), and configuration status accounting. Applicable military standards and specifications, such as those listed in Block 9, and other controlling documents, shall be used in accordance with the contract requirements to develop the plan's details.

10.2 The plan shall include, but need not be limited to, the following sections for both hardware and software:

1. Introduction
2. Applicable Documents
3. Configuration Management Organization
4. Configuration Identification
5. Configuration Control
6. Software Configuration Authentication
7. Configuration Status Accounting
8. Interface Management
9. Configuration Audits
10. Subcontractor/Vendor Control
11. Configuration Management Major Milestones

10. Preparation Instructions (Continued)

10.3 <u>Content and Format Instructions</u>. The Configuration Management Plan (CMP) shall be in accordance with the following content and format instructions:

<u>Section 1 - Introduction</u>.

    1.1   <u>Purpose and Scope</u>. This paragraph shall state the purpose, scope, and general applicability of CMP.

    1.2   <u>Definitions</u>. This paragraph shall reference applicable directives or glossaries containing definitions of terminology.

    1.3   <u>Configuration Management (CM) Summary</u>. This paragraph shall describe the plan's major features and objectives, and provide a concise summary of the contractor's approach to accomplish CM.

<u>Section 2 - Applicable Documents</u>.

This section shall list those specifications, standards, manuals, and other documents applicable to the CM effort. Each document shall be completely identified by title, document number, issuing authority, and date of issue.

<u>Section 3 - Configuration Management Organization</u>.

This section shall identify the contractor's organization for CM. It shall include the :

a. Relationships among the contractor's project organization, functional organizations, and facility management;
b. Responsibilities and authority for CM of all participating groups and organizations;
c. Identification of contractor CM organization including configuration control boards, or group material review board;
d. Policies and directives relating to CM;
e. Relationships among the contractor's software CM organization, the contractor's hardware CM organization, and the project's hardware CM organization when the software is only one element of the system being developed.

(Continued)

10.   Preparation Instructions (Continued)

Section 4 - Configuration Identification.

This section shall present the contractor's implementation plans for :

a. Selecting and identifying configuration items, as required by the contract, and additional items considered necessary by the contractor to ensure proper configuration identification, including relationship with work breakdown structures;
b. Developing, numbering, changing, and maintaining specifications and their relationships with specification trees;
c. Preparing, identifying, and revising engineering drawings and associated lists;
d. Establishing baselines as appropriate (functional, allocated and product);
e. Preparing and processing of design specifications during development and their identification and relationship to higher level specifications or documentation;
f. Establishing the developmental software support library;
g. Assignment of nomenclature and serial numbers;
h. Formal release to the Government of the production design identification.

Section 5 - Configuration Control.

This section shall describe the contractor's procedures for configuration control. It shall include:

a. Supplier's configuration control organization, authorities and activities;
b. Configuration control, including depth of control, and interfaces;
c. Format and processing Class II ECP's;
d. Procedures for preparation, processing and submittal to the contractor's configuration control board of SCPs, SEPs, and ECPs;
e. Format, processing and submittal of Requests for Deviation and Waiver;
f. Preparation, processing and submittal to procuring agency or the procuring agency's representative configuration control board of SCPs, SEPs, and Class I ECPs;
g. Promulgation and implementation of Specification Change Notices (SCN) and Notices of Revision (NOR);
h. Preparation and processing of Software Trouble Reports (STR);
i. Procedures for ensuring that the implementation of approved changes is reflected in all facets of the affected baselines, program descriptive documentation, and program material (e.g., design, test, and user narrative);
j. The contractor's software configuration control board.

(Continued)

10.   Preparation Instructions (Continued)

Section 6 - Software Configuration Authentication.

This section shall describe the contractor's procedures for:

a. Reconciling deliverable software to its approved documentation;
b. Assuring that the software, descriptive documentation, and program materials are properly identified;
c. Assuring the incorporation of approved changes;
d. Reconciling the configuration status accounting reports and the status of the software, descriptive documentation, and program materials with the approved baseline(s) and its approved changes.

Section 7 - Configuration Status Accounting.

This section shall present the contractor's procedures for collecting, recording, processing, and maintaining data necessary for producing configuration status accounting reports. It shall include:

a. Formats and data elements for CM status accounting records and reports;
b. Format and form of configuration lists to reflect "as designed" vs. "as built" configuration;
c. Content and format for periodic summary reports to reflect status of SCPs, SEPs, ECPs, and STRs as appropriate.

Section 8 - Interface Management.

This section shall describe the contractor's plan for coordinating efforts involved in design and data management to ensure compatibility through interfaces with associate contractors (i.e., where two or more prime contractors are participating in development/production of the system).

Section 9 - Configuration Audits.

a. Planned quality assurance measures that apply to CM;
b. Planned procedures for functional configuration audits and physical configuration audits;
c. Format for reporting results of in-process configuration audits;
d. Plans, procedures and schedules for conduct of CM audits.

Section 10 - Subcontractor/Vendor Control.

This section shall describe the contractor's system for control over subcontractors and Vendors.

Section 11 - Configuration Management Major Milestones.

This section shall identify major CM-related milestones for the life of the Purchase Order.