

DATA REQUIREMENTS DESCRIPTION (DRD)

1. **DPD NO.:** XXX **ISSUE:** Draft
2. **DRD NO.:** **STD/CSA**
3. **DATA TYPE:** 3
4. **DATE REVISED:**
5. **PAGE:** 1/2

6. **TITLE:** Configuration Status Accounting

7. **DESCRIPTION/USE:** To provide an accurate, timely information base concerning a product and its product information throughout the product life cycle.

8. **OPR:** [Enter Agency organization with technical responsibility for the supported data]

9. **DM:** [Enter Agency organization acquiring the data for a specific program/project/activity]

10. **DISTRIBUTION:** Per Contracting Officer's letter

11. **INITIAL SUBMISSION:** Three weeks prior to Preliminary Design Review (PDR)

12. **SUBMISSION FREQUENCY:** At major design reviews and configuration audits, and as requested

13. **REMARKS:**

14. **INTERRELATIONSHIP:**

15. **DATA PREPARATION INFORMATION:**
 - 15.1 **SCOPE:** The Configuration Status Accounting will provide a status of configuration baseline changes and recording of accurate and timely product configuration information that will be captured as it is created over the product lifecycle.

 - 15.2 **APPLICABLE DOCUMENTS:**
EIA-649-2 *Configuration Management Standard*

 - 15.3 **CONTENTS:** The Configuration Status Accounting shall meet the requirements of EIA-649-2. The supplier shall provide the following reports as required by the contract:
 - a. Dispositioned Change Activity Report shall list all proposed changes, including variances that have received Customer disposition action and shall be arranged in a change proposal number sequence. The following data elements are as follows:
 1. Identification of the change proposal, including the basic number, revision number, title, and associated change package number.
 2. Identification of the Configuration Item (CI) affected, including the number, nomenclature, and CI effectivity by serial number(s).

3. Identification of contractual change authorization including number and date.
 4. Disposition of the change proposal, i.e., “Approved”, “Approved with Changes”, or “Disapproved”.
 5. Identification and date of Supplier's internal authorization documentation.
- b. Pending Change Activity Report shall list all change requests that are pending, either internal Supplier approval or Customer approval, and shall be arranged in a change proposal number sequence. The following data elements shall be included:
1. Identification of the change action, including the basic number, revision number, title, and associated change package number.
 2. Identification of the CI affected, including number, nomenclature and CI effectivity by serial number(s).
 3. Depending on the processing status, enter the actual or estimated date of submittal to the Customer.
- c. Configuration Identification Report shall identify the baseline configuration and all configuration change actions for each CI. Hardware and software changes shall be listed separately from Variance Request (VR) actions. The following data elements shall be included:
1. Contract and contractor identification.

DRD Continuation Sheet

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15. DATA PREPARATION INFORMATION (CONTINUED):

2. CI identification including, as appropriate, CI number and nomenclature, part number, and specification number.
3. Configuration change data including the following:
 - (a) Change proposal identification including type of action (e.g., Change Request (CR) or VR), number, title, and associated change package number (if applicable).
 - (b) Change application including item(s) affected (e.g., hardware, software, or documentation), first and total effectivities, and the incorporation or installation points.
 - (c) Change disposition including the identification of contractual change authorization.
- d. Change Incorporation Status Report shall list the status of CR incorporation into CIs and shall be organized by CI number. The following data elements shall be included:
 1. CI identification number and serial number.
 2. CR number, title, type of change, and associated change package number.
 3. Change effectivity, engineering release date, and incorporation point.
 4. In-line incorporation completion date, scheduled and actual, as appropriate.
 5. Mod Kit data shall include identification, authorization, effectivity, man-hour estimates and status, installation location, shipping date (scheduled and actual), and completion date(s) for installation and retest, if required.

- e. As-designed/As-built Comparison Report describes the differences between the as-designed and as-built configurations.
- f. Software CSA Reports shall provide reports as follows:
 - 1. Released documentation, including specifications, interface information.
 - 2. Problem reporting, deviations/waiver activity including dispositions and open actions.
 - 3. Promotion tracking of code for each file through development, testing, validation/verification and operational deployment.
 - 4. Build records and version control – provide data for the Version Description Document (VDD).

15.4 **FORMAT**: Supplier format is acceptable provided the requirements of EIA-649-2 are addressed for each report.

15.5 **MAINTENANCE**: None required