STATEMEMENT OF WORK

APPENDIX B2

CONTRACT DATA REQUIREMENTS LIST

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1. The Contract Data Requirement List (CDRL) at Table 1 itemizes all documentation deliverables that the Contractor must deliver in accordance with the SOW at Annex B, and the associated frequencies, delivery dates and medium.

CDRL and DID Number	Title	Frequency	Submission Date	Date of Subsequent Submission	Delivery Medium	Level of Review by Canada	Canada Review Period
PM-001	Project Management Plan	Not periodic	10 days prior to Contract Kick-Off meeting.	10 days following approval of Contract Kick-Off meeting minutes and in accordance with subsequently approved modifications.	Shared Data Environment (SDE)	Approval	10 days following each submission
PM-002	Integrated Master Schedule	Semi-annual	10 days prior to Contract Kick-Off meeting.	Semi-annual from date of first submission or when assignment changes occur.	SDE	Approval	10 days following each submission
PM-003	Progress Report	Quarterly	End of full quarter after the Contract Kick-Off meeting	Quarterly thereafter.	SDE	Information	10 days following each submission
PM-004	Meeting Minutes	In accordance with meetings scheduled	Draft to Canada for approval within 7 days following each meeting.	Approved minutes to all attendees within 7 days following approval	SDE	Approval	7 days following each submission
PM-005	Publications Management Plan	Not periodic	2 Months After Contract Award (MACA)	Re-submitted if changes occur	SDE	Approval	15 days following each submission
PM-006	Security Plan	Not periodic	10 days prior to Contract Kick-Off meeting.	10 days following approval of Contract Kick-Off meeting minutes and in accordance with subsequently approved modifications.	SDE	Approval	10 days following each submission
PM-007	Risk Register	Not periodic	10 days prior to Contract Kick-Off meeting.	Not more than 2 days after risks have been modified.	SDE	Information	10 days following each submission
PM-008	Integrated Logistics Support Plan	Not periodic	10 days prior to Contract Kick-Off meeting.	10 days following approval of Contract Kick-Off meeting minutes and in accordance with subsequently approved modifications.	SDE	Approval	10 days following each submission

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CDRL and DID Number	Title	Frequency	Submission Date	Date of Subsequent Submission	Delivery Medium	Level of Review by Canada	Canada Review Period
SE-001	Interface Control Document	Not periodic	20 days after Contract Kick-Off meeting	As required	SDE	Approval	15 days following each submission
SE-002	Application for Spectrum Supportability	Not periodic	2 MACA	As required	SDE	Approval	5 days following each submission
SE-003	Acceptance Test Plan	Not periodic	2 MACA	As required	SDE	Approval	10 days following each submission
AW-001	Airworthiness Team Organization and Resumes	Not periodic	10 days prior to Contract Kick-Off meeting	Not less than 20 days prior to any personnel changes	SDE	Information	10 days following each submission
AW-002	Airworthiness Clearance Plan	Quarterly	10 days prior to Contract Kick-Off meeting. Final due 2 MACA.	Resubmitted as changes occur	SDE	Approval	10 days following submission
AW-003	UAS Operating Instructions	Not periodic	5 MACA	Resubmitted as changes occur	SDE	Approval	10 days following submission
AW-004	Master Minimum Equipment List	Not periodic	5 MACA	Resubmitted as changes occur	SDE	Information	10 days following submission
AW-005	UAS Checklists and Standard Manoeuvre Manual	Not periodic	5 MACA, then 1 month after OAC	Resubmitted as changes occur	SDE	Approval	10 days following submission
AW-006	Summary of Contractor UAS Operator Qualifications and Authorizations	Not periodic	60 days prior to starting an assignment	As required	SDE	Information	5 days following submission
AW-007	CAF Record of Airworthiness Risk Management (RARM)	Not periodic	20 days after Contract Kick-Off meeting.	As required	SDE	Information	15 days following submission

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CDRL and DID Number	Title	Frequency	Submission Date	Date of Subsequent Submission	Delivery Medium	Level of Review by Canada	Canada Review Period
AW-008	Summary of Contractor UAS Maintainers Qualifications and Authorizations	Not periodic	60 days prior to starting an assignment	As required	SDE	Information	5 days following submission
AW-009	Flight Safety Manual	Not periodic	2 MACA	As required	SDE	Approval	15 days after submission
AW-010	UAS System Safety Analysis	Not periodic	2 MACA	As required	SDE	Approval	15 days following submission
AW-012	Airworthiness Management Plan	Annual	1 MACA	Annual resubmission on anniversary of contract award.	SDE	Approval	15 days following submission
AW-013	Annual Airworthiness Report	Annual	Anniversary of contract award	Annual resubmission on anniversary of contract award, or as required for airworthiness changes.	SDE	Information	15 days after submission
AW-015	Previous Flight Certification or Permit Documentation	Not periodic	10 days prior to contract Kick-Off meeting	N/A	SDE	Information	10 days following submission
AW-016	UAS Service History, Design and Test Data	Not periodic	10 days prior to contract Kick-off meeting	N/A	SDE	Information	10 days following submission
TR-001	Training Master Plan	Not periodic	3 MACA	N/A	SDE	Approval	10 days following submission
TR-002	Training Standard and Packages	Not periodic	4 MACA	As required	SDE	Approval	10 days following submission

Note: Days noted above are calendar days.

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