

		National Defence Défense Nationale	Back to the DID List
DATA ITEM DESCRIPTION - DESCRIPTION DE DONNÉES			
1. TITLE – TITRE		2. IDENTIFICATION NUMBER - NUMÉRO D'IDENTIFICATION	
SOFTWARE MAINTENANCE PLAN		DID 4.63.1.1	
3. DESCRIPTION / PURPOSE – DESCRIPTION / OBJET			
The purpose of Software Maintenance Plan is to develop a Standard Operating Procedure (SOP) for implementing changes, maintaining records and tracking software changes to NWSO's current software database.			
4. APPROVAL DATE DATE D'APPROBATION	5. OFFICE OF PRIMARY INTEREST (OPI) BUREAU DE PREMIERE RESPONSABILITÉ (BPR)		6. GIDEP APPLICABLE D'ÉCHANGE DE DONNÉES PERTINENT
July 2020	NWSO Technical Authority (TA)		N/A
7. APPLICATION / INTERRELATIONSHIP – APPLICATION / INTERDÉPENDANCE			
CDRL 4.63.1.1 and SOW paragraph 4.63.1.1 refer. This DID contains the format and content preparation instructions for the data generated under the work tasks described in the NWS O&M SOW.			
8. ORIGINATOR - AUTEUR		9. APPLICABLE FORMS - FORMULES PERTINENTES	
NWSO TA		NIL	
10. PREPARATION INSTRUCTIONS – INSTRUCTIONS SUR LA PRÉSENTATION DES DONNÉES			
10.1 <u>Source Document</u> NWS SOW Section 4, paragraph 4.63.1.1			
10.2 <u>Content and Format</u>			
10.2.1 The Software Maintenance Plan shall be prepared and available on-line in Contractor format.			
10.2.2 The Contractor shall use AQAP 2210 as a guidance document to develop a Software Maintenance Plan to control and manage firmware and software for all systems within the NWS. A software Project Quality plan shall be created for every Engineering Change Request (ECR) requiring a firmware and software change. The software/firmware change effort for a line of code includes requirement definition, code changes, version description document, preparation and implementation of the validation plan and version control acceptance. The Contractor shall edit existing software and firmware, install upgrades, complete backups to store one master copy and one duplicate copy in a separate locations. Software support services to include but not limited to the control, maintenance, development, testing, reproduction, installation and backup.			
10.2.3 Produce and Maintain CPIN Documentation			
10.2.3.1 Produce and submit a copy of CPIN software/firmware package to the NWSO TA.			
10.2.4 Software Maintenance Summary Report			
10.2.4.1 The Contractor shall prepare a Software Maintenance Summary Report which summarizes all software maintenance activities performed at the NWSSC or at outside agencies			
10.2.5 The Software Maintenance Plan be reviewed by the NWSO TA and approved by the Crown. The Plan shall be available on line and reviewed as a minimum annually and changes to the plan shall be approved and on line within 15 Business days of approval.			

